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MUNICIPAL AFFAIRS

Innovative Housing Grants Program

HOMESHARING:
A MANUAL FOR HOMESHARING PROGRAMS IN ALBERTA

1989

Prepared for:

The Society for the Retired
and Semi-Retired

Prepared by:

Sintra Group Inc.

The views and conclusions expressed and the recommendations made in this report are entirely those of the authors and should not be construed as expressing the opinions of Alberta Municipal Affairs.

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FOREWORD

The project documented in this report received funding under the Innovative Housing Grants Program of Alberta Municipal Affairs. The Innovative Housing Grants Program is intended to encourage and assist housing research and development which will reduce housing costs, improve the quality and performance of dwelling units and subdivisions, or increase the long term viability and competitiveness of Alberta's housing industry.

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As the type of project and level of resources vary from applicant to applicant, the resulting documents are also varied. Comments and suggestions on this report are welcome. Please send comments or requests for further information to:

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1.0 INTRODUCTION

1.1 Definitions

1.2 Benefits of Homesharing

1.3 Manual Structure

1.0 INTRODUCTION

There is a growing interest in developing ways to foster the residential well-being of seniors. This interest includes the extended independent living of seniors in their homes and good supportive housing for those with limited resources. There is increased need to find economical approaches to the provision of such housing and support services and a corresponding need to explore alternative approaches. One such approach, referred to as ***homesharing***, involves homeproviders offering to share the use of their homes with another unrelated person (or persons) in need of housing. This arrangement can provide inexpensive housing for the homeseeker and limited support services for the homeprovider.

This manual is a step-by-step approach to establishing a homesharing program and is the result of a one year pilot program developed and operated through The Society for the Retired and Semi-Retired (SRSR) in Edmonton during 1987-1988. Note that this manual is addressed to non-profit groups who wish to establish a homesharing program.

The pilot program was funded through the Innovative Housing Grants Program of Alberta Municipal Affairs. In addition to this manual, a full report on the homesharing pilot program is available from Alberta Municipal Affairs. The report provides background information on The Society, the research approach, study objectives, literature review, pilot program, and project evaluation. The report also describes applicants and homesharers in the Edmonton Homesharing Program.

1.1 Definitions

Homesharing is a housing arrangement in which two or more unrelated people pool some of their personal and financial resources in order to share a home. Homesharing may involve an exchange of services for room and board. Each resident has his/her own private bedroom and shares common areas such as the living room and kitchen.

The concept of sharing housing arrangements is also referred to as ***shared accommodation*** or ***shared housing***. Homesharing may be ***peer*** (seniors sharing with seniors) or ***intergenerational*** (younger people sharing with seniors) in nature. In cases in which more than four people share a home, the situation is known as ***group sharing*** (this manual does not cover group sharing).

In homesharing, the ***homeprovider*** agrees to share his/her home -- generally a single family residence but could be a condominium, townhouse, duplex, apartment, or mobile home -- with another person. The ***tenant*** or ***homeseeker*** shares housing costs with the homeprovider and frequently exchanges services for rent.

1.2 Benefits of Homesharing

Homesharing is a new term for an old idea. Today homesharing is taking on new significance because so many older people are living alone in their homes. Some seniors find it increasingly difficult to do so. Homesharing is an option which falls between independent and dependent living. It may meet the changing needs of some seniors (and younger people) to keep them in their own homes. The literature on homesharing indicates that this option may offer older people:

- added income to assist with expenses,
- assistance with household responsibilities,
- companionship,
- increased security,
- continuing independence and self-sufficiency, and
- a chance to help others.

Homesharing may benefit the community:

- by decreasing the need for community support services,
- by increasing the availability of reasonably priced accommodation,
- by addressing the problem of displacement or institutionalization, and
- by stablilizing neighborhoods.

1.3 Manual Structure

This manual includes information on planning and designing a program, staffing, operational procedures, education and marketing, program evaluation, and funding and sponsorship. Each section provides detailed information on key elements for new homesharing programs. Sample program forms, homesharing resources, and examples of promotional materials are provided in the appendices.

2.0 PROGRAM PLANNING AND DESIGN

2.1 Need Assessment and Target Groups
2.2 Size of the Potential Market
2.3 Program Goals
2.4 Homesharing Eligibility Criteria
2.5 Homesharing Program Models
2.6 Constraints to Homesharing

2.0 PROGRAM PLANNING AND DESIGN

You may feel there is a need for a homesharing program in your community. However, there are several issues which need to be addressed before establishing a program. A need assessment is necessary to ascertain if a program is required and to target that program to the individuals most in need of homesharing. In addition, you need to determine the size of the potential market, establish program goals, set eligibility criteria, select a program model, and deal with constraints to homesharing. Each of these issues are discussed in this section. A summary of developmental phases of homesharing programs is provided in Section 6, pages 31-32.

2.1 Need Assessment and Target Groups

A need assessment for your community should provide answers to the following questions:

- What geographic area is the program intended to serve?
- What are the general social and economic conditions in this area?
- What groups will the program serve: seniors, singles, students, families, couples, or a combination?
- What are the visible demands on current housing and social services for the target group(s) in the area?
- How acute are the above demands?
- What are the housing conditions (current and future) in the area ?
- What will a homesharing program offer the community?

Answers to the above questions will provide the basis for a homesharing proposal that will be very helpful in seeking funding for your program.

The following sources of information may be helpful during your need assessment:

- Canada Mortgage and Housing Corporation (Canada Housing Information Centre),
- Statistics Canada,

- your provincial Bureau of Statistics,
- provincial housing departments or agencies,
- municipal planning departments,
- local social service agencies,
- local board of health,
- local housing authorities,
- Senior Citizens' Secretariat,
- housing registries, and
- seniors' organizations.

A homesharing bibliography is provided in Appendix B, page B2.

2.2 Size of the Potential Market

It is difficult to accurately predict the size of the potential market for homesharing. However, several studies indicate that approximately 6 to 8 percent of the senior population is interested in homesharing. For an intergenerational program, predicting non-senior potential is even more difficult and is dependent on factors such as vacancy rate, accommodation affordability, economic conditions, and availability of subsidized housing.

The Shared Housing Resource Center in Philadelphia suggests collection of the following housing and demographic data to help refine housing need and target groups for homesharing:

- the number and percentage of households headed by older persons compared to the total number of households,
- the number and percentage of persons living alone (all ages),
- the median income of older adults who are heads of households,
- the number and percentage of older homeowners and tenants,
- the average rent of older tenants,
- the average rent in your community,
- the vacancy rate in your community,
- analysis of condominium conversion and displacement activities in your community and who is affected,
- the number and percentage of one-parent households, and

- comparisons of previous census figures.

The above figures help to answer such questions as: 1) are there enough senior home owners using a 6 percent interest level to justify a program, 2) are housing vacancy rates and affordability at levels that would prompt homeseekers, and 3) are people in need of affordable housing because of displacement?

2.3 Program Goals

Once the need for a homesharing program is determined and the target groups identified, specific program goals may be established such as the following:

- to increase the number and variety of housing options for older persons,
- to provide a housing option which offers privacy and independence, but which also meets socio-psychological needs,
- to provide low income seniors and others with affordable accommodation alternatives,
- to treat older people as individuals with varying needs and housing requirements rather than as a homeogeneous group,
- to develop options which will allow seniors to be self-sufficient through self-help alternatives,
- to minimize premature institutionalization by allowing seniors to remain in their own homes as long as possible, and
- to decrease the need for community support services.

2.4 Homesharing Eligibility Criteria

Homesharing programs must establish eligibility criteria for potential homesharing candidates. An information package which includes eligibility criteria should be mailed to agencies or organizations that may refer people to your program. Without such criteria, referrals may tend to be "difficult to place" cases. However, the program should be flexible, and as such, use the eligibility criteria only as a basic guideline.

Criteria are both objective and subjective in nature. Objective criteria include:

Age: Most homesharing programs serve intergenerational arrangements as well as peer matches. Some programs require that one person in a match be a senior (eg. 50 or 55 and over). The majority of older people are homeproviders, so including younger people in your program ensures a balanced pool of applicants.

Income: Although some funding sources may require programs to focus on low income levels, it is suggested that the program not have income restrictions.

Housing Offered: Various forms are acceptable for homesharing -- houses, apartments, condominiums, duplexes, mobile homes -- provided homesharers have their own bedrooms.

Time Commitment: According to the literature, the majority of matches do not last longer than one year. Few homesharing programs, however, deal with emergency housing needs. In the Edmonton Homesharing Program, because of the costs associated with screening and matching, new applicants need to indicate they are willing to share for a minimum of six months.

Subjective criteria include:

Health Status: Although most applicants for homesharing are quite self-sufficient, some dependent individuals may apply as well. You may require homesharers to be able to perform basic activities of daily living, be ambulatory, continent, self-medicating, emotionally stable, and not dependent on drugs or alcohol.

Suitability: Generally homesharers should be friendly, flexible, and interested in sharing with other people. Preferences for homesharers may include such issues as religion, smoking, alcohol use, pets, daily schedules, noise level, and entertaining.

Operational guidelines may include:

Rent: Some homesharing programs establish maximum rent levels chargeable by homeproviders; however, experience indicates the vast majority of homesharers (in Edmonton) charge mimimal rents. Our broad financial guideline is one hour of service (at $5.50 per hour) per day in exchange for room rent; two hours of service per day in exchange for room and board.

Program Area: A clear idea of the needs for the areas/districts to be served is essential prior to establishing a new program. Areas highly concentrated with seniors and post-secondary students should be determined for promotional efforts (see Appendix A pages 1-3).

Secondary Housing Arrangement: A trial period (eg. one or two weeks, or several weekends) should be suggested to potential homesharers. The homeseeker should maintain their present accommodation at the time of application until they are sure the match is suitable.

While the program should be flexible, interested homesharing applicants who can not meet the majority of the above criteria should be referred to other appropriate agencies or organizations which may be better able to meet their requirements and needs.

2.5 Homesharing Program Models

In Canada and the United States there are essentially three types of homesharing:

- self-initiated (a private arrangement),
- agency-assisted (a homesharing matching service), and
- agency sponsored homesharing (agency sponsored group homes).

There are many cases of self-initiated arrangements of homesharing. However, many people hesitate to place an ad in a local newspaper for a person to share their home. Thus, the agency-assisted type of homesharing -- a matching service -- developed as a kind of clearinghouse which provided

applicants the convenience of having a third party do reference checks and make referrals or introductions.

Further, homesharing models for the agency-assisted service are of two basic types: the referral model and the counselling model. The referral model is designed to operate exclusively as a homesharer referral service. Once the referral is made there is little or no contact maintained. The counselling model provides a larger scope of services including intake/screening, reference checking, counselling, community information and education, agency referrals, in-depth interviews, home assessments, introductions, assistance with agreements, and follow-ups.

Match-up programs provide the homeprovider and homeseeker with homesharing arrangements that are peer homesharing (seniors with seniors) or intergenerational homesharing (younger people sharing with seniors). Either type may involve a barter system (exchange of service for rent) or straight rent. The vast majority of homesharing programs are intergenerational in nature but do include peer and barter type arrangements as well.

In a group home, a service agency, community-based program, or church purchases or rents a house for three or more people. Group residences may involve peer or intergenerational sharing.

2.6 Constraints to Homesharing

There are several issues which may pose constraints to homesharing in your community:

Zoning by-laws: Check local zoning by-laws to determine if homesharing is covered. For example, some areas restrict room rentals, or zoning for suites. Remember, homesharing is "sharing", not a profit-making business.

Taxation: According to Revenue Canada, there is no tax effect on the homeprovider. The position is the same as if the homeseeker was living with a relative or friend on a shared-cost basis. Nor would the homeseeker be regarded as an employee of the homeprovider in performing services around

the home. The homesharing agency would not be considered in the business of a rental agency and therefore would not be in a taxable position. (An information sheet on the issue of tax should be given to homesharing applicants. An example is provided in Appendix A pages A4-A7).

Landlord/tenant concerns: The City of Edmonton Landlord and Tenant Advisory Board does not cover homesharing arrangements. For this reason, a written agreement (see Appendix A pages A26-A27) which clearly outlines obligations and responsibilities of both homesharers should be completed. There is no specific law covering homesharing arrangements, so a written agreement with a termination clause is important.

3.0 STAFFING AND VOLUNTEERS

3.1 Staff Functions and Qualifications
3.2 Volunteer Recruitment
3.3 Role of the Volunteer
3.4 Volunteer Skills and Commitment
3.5 Volunteer Orientation and Training

3.0 STAFFING AND VOLUNTEERS

This section provides information on staff functions and the role of volunteers in a homesharing program. The information is specific to the counselling model for a homesharing program and should be adapted to suit your program. This section is not intended to be a volunteer training manual. Rather, specific references on this topic should be consulted and those guidelines suited to your program should be adopted.

3.1 Staff Functions and Qualifications

There are six basic functions of a match-up homesharing program:

- education, networking, and marketing,
- client casework,
- office management,
- program maintenance,
- program development, and
- staff and volunteer management.

It is essential to have at least one full-time staff person for a program. That person will be responsible for all of the above staff functions. This leaves a considerable balance of tasks; consequently, volunteer help is very important, and volunteers should be recruited and trained early in the program.

Homesharing staff need a sense of humor and should enjoy and be qualified to work with people. Further, they should be:

- familiar with services and resources available for older people,
- skilled in interviewing and counselling,
- able to develop and maintain files, records, and statistics,
- able to relate well to people,
- able to manage people,
- skilled in verbal and written communication, and
- creative.

3.2 Volunteer Recruitment

Volunteers may be recruited through:

- volunteer action centers,
- human interest feature articles,
- advertisements in community papers,
- church bulletins,
- senior clubs and centers,
- personal contacts,
- posters and brochures,
- service organizations,
- clubs,
- public announcements on radio and television, and
- radio and television appearances.

Potential volunteers should be interviewed by the homesharing program co-ordinator. The program should be explained and the volunteer asked about specific interests and skills. Matched homesharers can be excellent volunteers because of their experience in homesharing. Senior volunteers often relate well to their peers and are effective in interviewing and counselling homesharers.

3.3 Role of the Volunteer

Volunteers should be involved in various elements of the program including intake, reference checking, interviewing, matching, record keeping, promotion, and advertising.

Although ongoing volunteer supervision and support is necessary, volunteers working in the above areas allow additional time for the Coordinator to address other aspects of the program. Working with a team of volunteers also ensures that a variety of ideas are generated.

3.4 Volunteer Skills and Commitment

Volunteers differ in time commitment and skills. It is therefore important that the Homesharing Co-ordinator understand and communiciate with volunteers to ensure suitable and satisfying participation in the program.

Although volunteers have a variety of skills, several common qualities are essential. Look for volunteers with these skills and commitment: good communiciation, non-judgemental nature, the ability to maintain confidentiality, and a genuine concern for people. To effectively participate in a homesharing program, volunteers should be expected to specify a time commitment. The Homesharing Co-ordinator may then schedule his/her time and duties as well as the time and participation of other volunteers.

A monthly meeting with all Homesharing Program volunteers encourages the discussion of concerns, potential matches, ways to improve the program, and difficulties they may be experiencing. Appreciation for volunteer help should be expressed at every meeting and through special functions for your volunteers.

3.5 Volunteer Orientation and Training

Volunteers should understand the homesharing organization's philosophy. During the orientation, the Homesharing Co-ordinator should introduce the volunteer to other staff members and volunteers involved with the program.

After the various elements of the program are described to the new volunteer, he/she may suggest areas of personal interest. The volunteer should take the time to read through this manual and other appropriate materials to familiarize themselves with the appropriate operations and procedures. After the initial orientation, training related to the specific job area should be provided. Additional opportunites can be provided as the volunteer develops or requires a change.

4.0 OPERATIONAL PROCEDURES

4.1 Intake
4.2 Matching
4.3 Counselling
4.4 Follow-up
4.5 Filing and Statistics

4.0 OPERATIONAL PROCEDURES

This section details operational procedures for the counselling model of homesharing. The basic implementation steps required by this model for homesharing are as follows:

INTAKE / INTERVIEW

MATCH

COUNSELLING

FOLLOW-UP

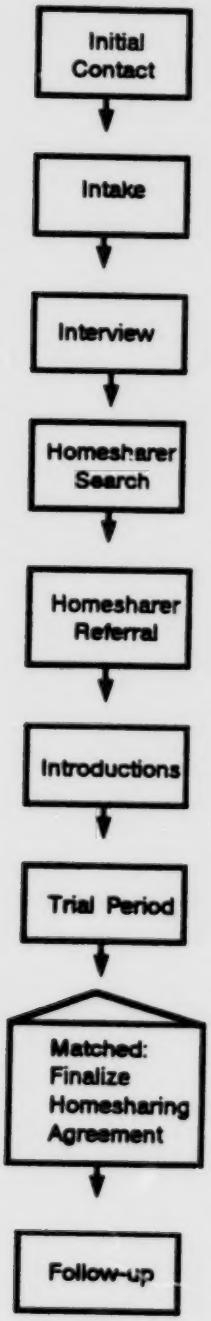
A detailed flow chart representing the process for making a homesharing match is presented in Figure 4.1, page 19.

4.1 Intake

Homesharing inquiries are commonly received by telephone (see Appendix A page A8). If callers are unsure of their interest in the program after a brief telephone description, an information brochure on homesharing is mailed out (see Appendix C pages C2-C3). An **Intake Form** is completed if a genuine interest in the program is expressed during the initial call (Appendix A page A9).

The intake procedure is relatively simple and is commonly conducted over the telephone. The Homesharing Co-ordinator, a homesharing counsellor, or trained volunteer fills out an intake form which collects basic information about the potential homesharer. If the person is suitable for the program, an interview time is scheduled. If the person is not deemed suitable for the program, he/she may be referred to another agency or organization and the reasons for the referral recorded.

Figure 4.1 The Process for Making Homesharing Matches



Source: Adapted from the National Shared Housing Resource Centre, Philadelphia

Interviewing potential homesharers is the second step in the intake procedure. Homeproviders are commonly interviewed in their own homes so that the homesharing counsellor may become more familiar with their needs and the living spaces involved. Ideally, both homeproviders and homeseekers should be interviewed in their homes.

Homeprovider and Homeseeker Interview Forms (Appendix A pages A10-A12 and A15-A17) are completed by the homesharing counsellor or trained volunteer. Interviews typically last one to one and one-half hours during which the applicant's needs, expectations, preferences, and concerns are assessed. Applicants are requested to provide two references.

Upon completion of the interview, **Interview Evaluation Forms** (Appendix A pages A13-A14 and A18-A19) are filled in by the interviewer. Although subjective in nature, it is useful for matching homesharers on characteristics other than purely objective ones. **A Homesharing Case Worksheet** (Appendix A page A20) is also completed by the interviewer to provide a brief summary of the applicant and the home.

References (Appendix A pages A21-A25) for both homeproviders and homeseekers are checked by telephone -- or mail (pages A23-A24) when people are difficult to reach -- prior to any introductions for matching.

4.2 Matching

According to the literature, a pool of 60 to 100 applicants is required before any matching can be done effectively. Prior to this, it is difficult to match people according to their preferences.

It is difficult to predict the compatibility of people entering a homesharing agreement. Homesharers are matched on their preferences, interests, hobbies, backgrounds, and personalities. Geographical issues are of prime importance and should be given high priority in matching. However, although two people may match "on paper", they may not be suited for homesharing. The Homesharing Co-ordinator or counsellor may also match people on intuitive feelings, which develop with experience in the program and in dealing

with people. Suggestions for matches by volunteers are expected to be discussed with the Homesharing Co-ordinator before any introductions.

Potential homesharers should first meet in the presence of a staff person who can encourage homesharers to discuss their needs, expectations, and issues of concern (Appendix A pages A29-A30). The homesharing office may be a preferable venue for the initial introduction if the homeprovider feels more secure in this setting (eg., fear of robbery later). In addition, it is suggested that during the introduction a **Homesharing Agreement** (Appendix A pages A26-A27) be completed prior to any trial period. A disclaimer (Appendix A page A28) is also signed to protect the homesharing program from liability.

Another method of introducing potential homesharers is through teas or get-togethers at the homesharing office. This method sets an informal atmosphere in which potential homesharers may match themselves. It also serves as a marketing strategy for those seniors who are unsure about homesharing.

4.3 Counselling

When personal or housing related problems arise in a homesharing arrangement, the homesharing staff attempt to work out a solution along with the homesharers. However, if the problem cannot be resolved through such counselling efforts, it may be referred to other agencies or organizations (eg., community health nurse, mental health services, addiction counselling). In unresolved situations, the match may be dissolved and another match suggested.

Records of counselling (Appendix A page A31) should be completed and placed in the appropriate homesharer's file.

4.4 Follow-up

In the follow-up program, homesharing staff contact both homesharing parties after two or three weeks of sharing to offer support and resolve any minor difficulties before they cause major problems. Future follow-ups are left to the

discretion of the staff, and records should be kept in each homesharer's file (Appendix A page A31-A32).

Another function of follow-up is to keep track of unmatched applicants to ensure their continued interest in homesharing. It is necessary to "clean up the pool" of applicants to ensure a motivated group of potential homesharers.

4.5 Filing and Statistics

Homeprovider and homeseeker forms should be color coded and filed in alphabetical order by district (the homeprovider's area of residence and the homeseeker's area of preference) and time period in which the arrangement is required. A Rolodex file for applicants saves time and allows cross-referencing of name and district.

Three categories of files are useful:

- matched applicants,
- unmatched applicants, and
- closed files.

Each of the above files may also be subdivided by homeproviders and homeseekers.

The following statistics should be recorded monthly to determine program imbalances and target markets, and to facilitate program evaluation:

- the number of inquiries,
- the information source for the program (from inquiries),
- the number of agency referrals,
- the number of interviews conducted,
- the number of introductions,
- match records,
- reasons for sharing,
- counselling,

- follow-ups, and
- the staff person or volunteer performing the task.

The forms used for monthly recordings are provided in Appendix A pages A33-A38.

5.0 EDUCATION AND MARKETING

5.1 Overcoming Resistance to Homesharing

5.2 Program Credibility

5.3 Strategies to Target Homeproviders and Homeseekers

5.0 EDUCATION AND MARKETING

The major housing preference in our society is for private home ownership; consequently, consumer education about homesharing is a key element in developing and maintaining a homesharing program. This section discusses ways to overcome resistance to homesharing, develop program credibility, and promote the program to homeowners and people in need of affordable housing.

5.1 Overcoming Resistence to Homesharing

Sharing a home with a non-relative is a fairly new concept for seniors. According to the literature, older people have a high level of pride and associate sharing with a loss of privacy and a decrease in independence.

A homesharing program should emphasize that homesharing is one housing alternative among the several available to older persons. Homesharing is not suitable for everyone, but it may allow some seniors to remain in their homes for a longer period of time. It also allows some older people to feel they are contributing to the community by helping others in need of affordable accommodation.

A homesharing program may overcome resistance to sharing through marketing of successful matches. For example, matched homesharers are encouraged to participate in the publicizing of homesharing through print media, television, and radio. This is a key method to overcoming older persons' negative ideas of homesharing.

5.2 Program Credibility

A homesharing program may develop community credibility by:

- affiliating/having an affiliation with an existing organization;
- informing the public about homesharing;
- developing liason with referral agencies; and
- informing organizations and governments about the homesharing program and its benefits to the community.

5.3 Strategies to Target Homeproviders and Homeseekers

It is essential to build a pool of at least 60 to 100 applicants in a homesharing program to effectively match the specific requirements of any one applicant. In North America, approximately 70 percent of seniors are homeowners. Although it is important to market the program to homeproviders and homeseekers, it is the homeseeker that is more difficult to reach. The objective is to have a balanced pool of homeproviders and homeseekers.

Because the majority of homeproviders are seniors, promotions should be focused in areas/districts which are highly concentrated with senior homeowners. Further, it is the widowed female senior living alone that is the typical homeprovider applicant. Strategies aimed at homeproviders may include:

- feature articles in newspapers, magazines, and publications for seniors,
- radio announcements,
- television announcements and features,
- public transit advertising,
- posters in senior drop-in centers, churches, community centers, and various agencies which seniors use,
- information packages to community service agencies and organizations who deal with seniors, and
- display stands in shopping malls, fairs, and exhibitions.

As with homeproviders, selective marketing to homeseekers should emphasize their needs and benefits, and be developed to stimulate their interests. Strategies aimed at homeseekers may include:

- posters and information brochures at drop-in centers, churches, community centers, and the housing registries of post-secondary institutions,
- radio announcements,
- television announcements,
- public transit advertising, and
- accommodation advertisements in local newspapers and

post-secondary institution papers.

Marketing strategies and promotional efforts change as the program develops. Successful advertising and promotional methods should receive priority. Less successful ones should be deleted, and new ones explored. Examples of promotional materials used in the Edmonton Homesharing Program are provided in Appendix C.

6.0 PROGRAM EVALUATION

6.1 Measures of Success

6.2 Measuring Cost-Effectiveness

6.3 Developmental Phases and Achievements in a New Program

6.0 PROGRAM EVALUATION

A homesharing program should be evaluated frequently throughout the initial year and any necessary changes made to reflect those evaluations. Program evaluation is an on-going process and continues as the program develops and the needs of the community change. This section discusses evaluation in terms of both quantitative and qualitative measures of success.

6.1 Measures of Success

Quantitative units of service (adapted from the Shared Housing Resource Center Homesharing Program) commonly used to measure program success are:

- number of inquiries,
- number of homeprovider interviews,
- number of homeseeker interviews,
- number of referrals from other agencies,
- number of referrals to other agencies,
- number of introductions,
- number of agreements signed,
- number of matches,
- number of matched homesharers,
- number of counselling sessions,
- number of follow-ups, and
- program awareness (promotional effectiveness).

The above services should be broken down by:

- homeproviders,
- homeseekers,
- age,
- district or area, and
- staff person or volunteer.

Evaluation forms are provided in Appendix A pages A33-A38.

Another measure of success (qualitative rather than quantitative in nature) is a short survey of matched homesharers. This type of survey may reveal a more human approach to the benefits and success of homesharing that sheer numbers do not.

6.2 Measuring Cost-Effectiveness

Cost-effectiveness may be determined by the cost per person placed in a homesharing arrangement. In addition, two other measures can be used to evaluate program effectiveness:

- the length of time the match has lasted, and
- whether the homesharers' needs were met during the match.

In order to reflect the exact nature of the cost effectiveness of seniors involved in a homesharing program, the yearly budget may be compared to the government subsidies for accommodation through self-contained apartments, lodges, and nursing homes. To be fair, comparisons should be expressed on a per person basis and over the same period of time (i.e., per person per day or per person per year etc.). A similar comparison can be made for younger homesharers who may be involved with homesharing rather than government subsidies.

6.3 Developmental Phases and Achievements in a New Program

Homesharing programs can also be evaluated as the program develops through several phases. Figure 6.1 on pages 31-32 provides five developmental phases adapted from the Shared Housing Resource Center, Inc. in Philadelphia. Phases have developmental tasks, goals, and a time frame. The success of each phase may be evaluated by comparing "stated goals" with "evidences of achievement" within a time frame.

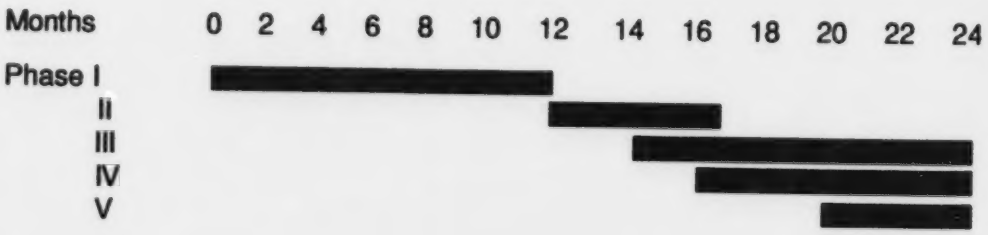
Figure 6.1 Developmental Phases of a Homesharing Program

PHASE	TASKS	GOALS	EVIDENCE OF ACHIEVEMENT
Phase I Research and Initial Program Development	- Document unmet community needs. - Obtain information about homesharing. - Design a program. - Identify a sponsor. - Secure funding.	- Match an appropriate program model to target groups based on needs assessment. - Choose a capable sponsor who agrees with your program goals and objectives. - Secure adequate resources to respond to homesharing needs.	- Gathered essential information to start program. - Obtained sponsor. - Obtained funding commitments.
Phase II Operational Procedures	- Recruit and train paid and volunteer staff. - Become familiar with homesharing materials. - Set up program methods and procedures. - Design program forms. - Begin liaison with community organizations. - Develop and begin publicity efforts.	- Hire capable and dedicated staff. - Establish effective program operations and materials. - Build strong interest and support in the community for the homesharing program.	- Program visibility increases. - Staff is hired. - Program liaison begins. - Forms and procedures in place; ready to "open the doors" to potential homesharers.
Phase III Operational Procedures	- Begin interviewing and making referrals. - Begin networking with community organizations. - Continue promotion with emphasis on providing homesharing services.	- Build up pool of applicants and have a good balance of home-providers and homeseekers within this pool. - Start to make homesharing introductions and matches. - Cultivate good relationships with community services, churches, and media.	- Pool of applicants reaches 60 or more. - Procedures are familiar. - Referrals are regular. - Introductions and matches begin. - Referrals come from formal and informal sources.

continued next page...

PHASE	TASKS	GOALS	EVIDENCE OF ACHIEVEMENT
Phase IV Evaluation	- Re-adjust program to community response. - Assess imbalances in the pool of applicants or commonly requested homesharing needs that the program has been unable to serve. - Begin selective marketing and refine program.	- Increase number of matches. - Increase program visibility and community awareness.	- Community awareness increases. - Program referrals continue from formal and informal sources. - Increased number of referrals, interviews, and matches.
Phase V Ongoing Program Development	- Inform funding sources of program developments. - Inform constituency of program developments. - Secure diverse funding base.	- Demonstrate program success. - Program is well integrated into the community. - Build strong program commitment from funding sources, government officials, aging/ housing/social services networks.	- Program has become secure within the regular structure of community/governmental functioning. - Predictable number of matches per month. - Steady flow of program referrals.

TIME FRAME FOR DEVELOPMENTAL PHASES OF A HOMESHARING PROGRAM



Source: Adapted from the National Shared Housing Resource Center, Inc., Philadelphia

7.0 SPONSORSHIP AND FUNDING

7.1 Sources of Funding and Sponsoring Agencies
7.2 Program Location
7.3 Program Budget

7.0 SPONSORSHIP AND FUNDING

Homesharing programs in Canada typically face uncertain funding from year to year. Two key components in developing a program are a capable sponsor and adequate funding. The program must prove to sponsoring agencies (particularly governments) that they are providing a needed service on a cost-effective basis. Many homesharing programs are constantly searching for funding -- a task that is time consuming.

7.1 Sources of Funding and Sponsoring Agencies

Homesharing programs in Canada are funded through a variety of sources including:

- Health and Welfare Canada's New Horizons Program,
- Canada Assistance Plan,
- Employment Canada,
- Health and Welfare Canada's Seniors' Independence Program,
- Canada Mortgage and Housing Corporation,
- Provincial Departments (eg. Alberta Municipal Affairs),
- municipalities,
- regional districts,
- umbrella organizations (eg. The Society for the Retired and Semi-Retired),
- private sector, and
- service revenue and/or donations.

Homesharing programs should not depend on one source of funding but rather, diversify their funding base. The survival of your program depends on funding -- funding which may be suddenly withdrawn.

7.2 Program Location

New programs are typically housed within an existing agency or organization (eg. the Edmonton Homesharing Program within The Society for the Retired and Semi-Retired), or as an independent agency. An existing organization may provide expertise, resources, and support staff. A familiar trend

for American homesharing programs has been to start within an existing agency or organization, evolve into a sub-agency, and eventually become an independent agency.

7.3 Program Budget

It is important to note that funding is required for at least one full year to initiate a new homesharing program. Starting costs will vary depending on the program model selected, the location of the program, and whether there is an affiliation with an existing organization. A new program should allow for at least one full-time staff person in addition to several volunteers. Although funding for programs across Canada varies from $15,000 to $80,000, a budget of $30,000 to $40,000 per year is not uncommon.

Elements to consider in determining a budget include:

- personnel,
- travel, mileage, and parking,
- office supplies,
- printed materials,
- equipment including office furnishings and a typewriter or computer with software and a printer,
- rent, telephones, and utilities,
- promotion and advertising, and
- miscellaneous expenses such as fees for attending conferences.

The costs of advertising and promotion should not be underestimated or sacrificed to other areas; people must know about the program to consider homesharing as an alternative form of accommodation.

8.0 SUMMARY

8.0 SUMMARY

Once a community need is determined, a homesharing model selected, funding obtained, and an office established, there are several "hurdles" to overcome in the first year of the program. Major hurdles experienced by the Edmonton Homesharing Program (and likely most other programs) are discussed below. Possible solutions are presented adjacent to each hurdle. (It should be noted that the hurdles are not necessarily presented in the order in which they occured in the program.)

Getting the program started. This can be an overwhelming task.	Take the first month of a new program to read through homesharing materials, talk to other program co-ordinators, study operating procedures, recruit and train volunteers, meet with agencies likely to make referrals, and promote your program.
Homeproviders or homeseekers who are anxious to be matched.	In the initial stages of a new program, applicants should be informed that the program has only recently started and that it takes time to find a suitable match.
Emergency accommodation situations.	If your program is unable to deal with this type of situation, applicants should be referred to another organization. It takes time to interview, check references, make introductions, and match people.
Some people who approach your program will be "at the end of the (referral) line".	Chances are they cannot be helped through homesharing. Honesty is paramount. It does not help to raise their hopes unjustifiably.
A few homesharers have problems (eg. social, drugs, alcohol, depression).	It takes a knowledgeable and experienced staff person to deal with such homesharers. Adequate screening and knowledge of community support services can mimimize this problem.

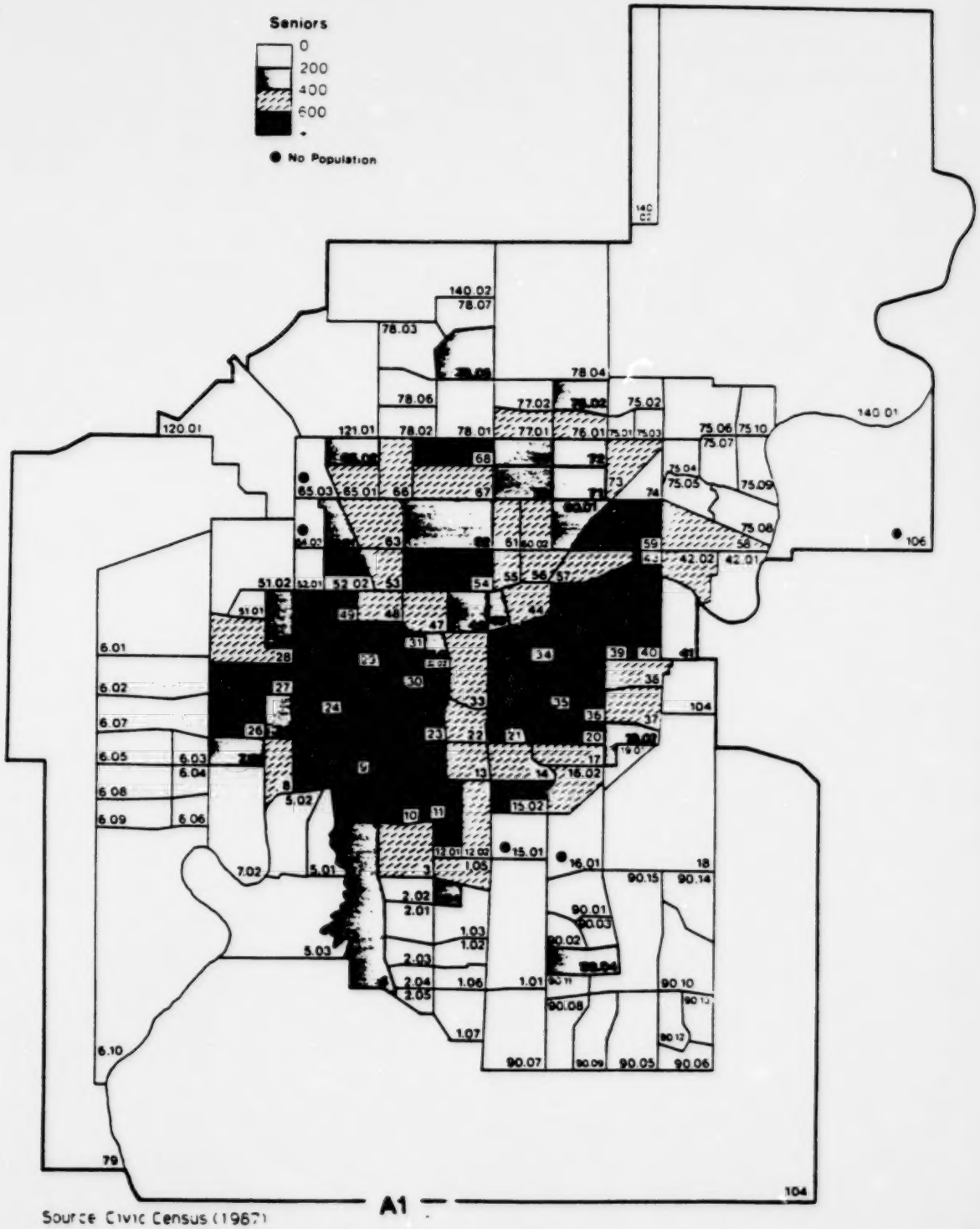
A homeprovider suggests they will forego some of their preferences in a homeseeker in order to be matched more quickly.	This may work, but chances are that the match will be short-lived. The more factors that are compatible with stated preferences, the more successful the match.
The term "interview" frightens many people.	A sensitive and experienced interviewer should put applicants at ease. This may be achieved through humor and an informal environment.
Interviews that last more than two hours.	Interviewers must learn to pace themselves. They must politely limit chattiness although applicants may be lonely. Many of the interview questions may informally be asked through a tour of the house.
It is difficult to remember applicants.	Take their picture with a polaroid camera and attach it to their application.
Dealing objectively with applicants that you personally dislike.	Consider it a challenge to match someone like this!
Reference checking is time consuming and it is often difficult to reach people during the day.	If your budget can afford it, reference checks may be mailed with a self-addressed return envelope.
Introductions can feel akward.	Introductions usually take a minimum of two hours. An informal setting and atmosphere is conducive to socializing and information exchange. If the applicants agree to homesharing, a tax information sheet, getting along information, disclaimer, and homesharing agreement may be completed at this time.

Homesharers complaining to the Homesharing Co-ordinator about their homesharing problems without first discussing them with the person they are sharing with.	The homesharing counsellor should insist on a discussion between homesharers. This may take place in the presence of the counsellor if the problem is serious.
Finding time to promote and evaluate the program.	Set tasks for certain days of the week. For example, interviews can be conducted on Tuesdays and Thursdays, promotions and evaluation another half day, and intakes, introductions, matching, and follow-ups on the remaining days.
In the initial stages, homesharing staff find themselves involved in all aspects of the program.	It is important to recruit volunteers who can assist in the day to day operational tasks of the program.
Too many files.	Computerize.
The insecurity of funding.	The ongoing search for funding is very time consuming. Perhaps a small committee of volunteers could work on promotion and funding. The more community awareness and successful the program is, the easier it is to obtain funding.
The frustration of matching only a few people.	Homesharing programs take several years to mature. A pool of at least 60 applicants is necessary before you can effectively match people. Even then, depending on the housing situation in your community, a goal of one match per month may be reasonable and cost-effective compared to other community services.

In summary, it can be frustrating to work in isolation when you are the only homesharing program in the community. Establishing the program within an existing organization helps to alleviate this. A positive attitude and networking through a homesharing newsletter and with other homesharing programs in Canada (see Appendix B) are beneficial as well. Moreover, be realistic in your expectations of program success measured in terms of matches. It takes several years to develop a homesharing program. Remember also that homesharing is still a relatively new housing option for Canadians; it will take time and effort to develop program awareness. Homesharing programs are growing in popularity as consumers become more aware of the benefits of this type of living arrangement.

APPENDIX A
Program Forms

Number of Seniors (65 years and over) by Census Tract
Edmonton (1987)



A1

Source Civic Census (1987)

CENSUS TRACTS AND CORRESPONDING NEIGHBOURHOODS
EDMONTON

CENSUS TRACT (ENUMERATION AREA)	NEIGHBOURHOOD
1.02 (1, 3, 4)	Steinhauer
1.02 (5-7)	Ermineskin
1.02 (8, 10)	Keheewin
1.02 (9,10)	Bearspaw
1.03 (1-5)	Duggan
1.04 (1, 2)	Rideau Park
1.05 (1-4)	Empire Park
2.01 (1-5)	Greenfield
2.02 (1-4)	Royal Gardens
2.03 (1-3)	Sweetgrass
2.03 (4-8)	Blue Quill
2.03 (9-11)	Sky Rattler
3 (1, 2, 5)	Malmo Plains
3 (3, 4)	Lendrum Place
4 (1, 2)	Lansdowne
4 (3)	Aspen Gardens
4 (4)	Westbrook Estates
4 (5, 6)	Blue Quill West
5.01 (1-3)	Brookside
5.02 (1-3)	Brander Gardens
5.02 (4-6)	Ramsey Heights
5.02 (6)	Rhatigan Ridge
6.01 (1)	West Industrial Area
6.02 (1, 7, 8)	La Perle
6.02 (2 - 6)	Belmead
6.02 (9)	Summerlea
6.03 (1 - 3)	Thorncliff
6.04 (1, 4, 6)	Lymburn
6.04 (2, 3, 5)	Callingwood North
6.05 (1-5)	Aldergrove
6.06 (1-5)	Ormsby Place
6.06 (6, 9)	Gariepy
6.06 (6 - 8, 11)	Callingwood South
6.06 (10)	Dechene
6.06 (10)	Donsdale
6.06 (10)	Jamieson Place
6.06 (10)	Wedgewood Heights
7.01 (1, 2, 4, 5)	Elmwood
7.01 (3)	Lynwood
7.02 (1, 4)	Westridge
7.02 (2, 3)	Patricia Heights
7.02 (5)	Oleskiw
8 (1-4)	Lynwood
8 (5, 6)	Rio Terrace
9 (1, 3)	Parkview
9 (4-7)	Laurier Heights
9 (8)	Quesnel Heights
10 (1-4)	Belgravia
10 (1, 2)	McKernan
10 (5)	Grandview
11 (1, 2)	Garneau
11 (3-5)	McKernan
11 (6-8)	Park Allen
12.01 (1, 2)	Allendale
12.02 (1, 2)	Allendale
12.01 (3-5)	Pleasantview
13 (1-6)	Queen Alexandra
14 (1-6)	Ritchie
15.02 (1-5)	Hazeldean
16.02 (1-3)	Avonmore
16.02 (4)	Argyll
17 (1-4)	King Edward Park
19.02 (1-4)	Kenilworth
19.02 (5, 6)	King Edward Park
20 (2-8)	Bonnie Doon
20 (8-10)	Idylwylde
21 (1)	Bonnie Doon
21 (1-9)	Strathcona
22 (1-3)	Garneau
22 (4-7)	Strathcona
23 (1, 2)	Windsor Park
23 (3)	University
23 (4-7)	Garneau
24 (1-3, 5)	Crestwood
24 (4, 6)	Parkview
25 (1, 2)	Sherwood
25 (3, 4)	Jasper Place
26 (1, 6-8)	West Meadowlark Park
26 (2-5)	Meadowlark Park
27 (1-4)	Glenwood
27 (5-8)	West Jasper Place
28 (1-4)	Britannia-Youngstown
28 (4)	Glenwood
28 (5, 6)	Canora
28 (5, 6)	West Jasper Place
29 (1, 2, 7)	Grovenor
29 (3-6, 8)	Glenora
30 (1)	Westmount
30 (1-6)	Oliver
31 (1-4)	Westmount
31 (5-8)	Oliver
32.01 (1-5)	Oliver
32.02 (1-7)	Oliver
33 (1-9)	Rossdale/Downtown
34 (1, 2)	Downtown
34 (3-5, 7-9)	Boyle Street/McCauley
34 (6)	Riverdale
34 (10)	Rossdale
35 (1)	Cloverdale
35 (2-5)	Strathearn
36 (1-5)	Holyrood
37 (1-5)	Ottewell
38 (1, 2)	Terrace Heights
38 (3-5)	Ottewell
39 (1-5, 7)	Forest Heights
39 (6)	Terrace Heights
40 (1, 2)	Capilano
40 (3, 4)	Fulton Place
41 (1)	Capilano
41 (2-4)	Gold Bar

CENSUS TRACT (ENUMERATION AREA)	NEIGHBOURHOOD
42.01 (1-3, 5, 6)	Rundle Heights
42.01 (4)	Beverly Heights
42.02 (1-5)	Beverly Heights
43 (1-3)	Stadium Station
44 (1-7)	Boyle Street/McCauley
44 (8-10)	Stadium Station
45 (1-5)	Boyle Street/McCauley
46 (1-8)	Central McDougall
47 (1-11)	Queen Mary Park
48 (1-5)	Westmount
49 (1, 5)	McQueen
49 (2-4)	North Glenora
50 (1, 2)	High Park
50 (3-5)	Canora
51.01 (1-3)	Mayfield
52.02 (1-3)	Woodcroft
52.02 (4, 5)	Inglewood
53 (1-6)	Inglewood
54 (1, 2)	Prince Report
54 (3-6)	Spruce Avenue
55 (1-6)	Norwood
56 (1-6)	Parkdale
57 (10	Northlands
57 (2, 3)	Bellevue
57 (4)	Highlands
58 (1-5)	Beacon Heights/Bergman
58 (6, 7)	Abbotsfield
59 (1-4)	Montrose
59 (5-7)	Newton
60.01 (1-4)	Elmwood Park
60.01 (4)	Coliseum Station
60.02 (1)	Delton
60.02 (2-6)	Eastwood
61 (1, 2)	Delton
61 (3, 4)	Alberta Avenue
62 (1 - 7)	Westwood
63 (1-3, 6)	Sherbrooke
63 (4, 5)	Prince Charles
64.01 (1-4)	Dovercourt
65.01 (1-3)	Athlone
65.02 (1-4)	Wellington Park
66 (1, 2)	Kensington
66 (3-5)	Calder
67 (2)	Calder
67 (3-6)	Lauderdale
68 (1, 2)	Kensington
68 (3-8)	Rosslyn
69 (1-5)	Glengarry
70 (1-5)	Killarney
71 (1-6)	Balwin
72 (1-4)	Delwood
73 (1-5)	Belvedere
74 (1)	Kennedale
75.01 (1, 2)	York
75.02 (1, 4, 5)	McLeod
75.02 (2, 3, 6, 7)	Casselman
75.03 (1, 2)	York
75.04 (1-3)	Sifton Park
75.05 (6)	Homesteader
75.05 (6-9)	Overlanders
75.05 (1-5)	Canon Ridge
75.06 (1)	Clareview Campus
75.06 (2, 7)	Hairsine
75.06 (3-5)	Bannerman
75.06 (6)	Fraser
75.06 (8)	Kirkness
75.07 (1-3, 5)	Belmont
75.07 (6)	Kernohan
76.01 (1-3)	Kildare
76.02 (1-5)	Kilkenny
77.01 (1-3)	Northmount
77.02 (1-7)	Evansdale
78.01 (1-3)	Griesbach
78.02 (1-5)	Caernarvon
78.02 (6-8)	Carlisle
78.03 (1-4, 10-12)	Dunluce
78.03 (5-9)	Baturyn
78.04 (1)	Lago Lindo
78.05 (1-3)	Lorelei
78.05 (4, 5)	Beaumaris
79	Brintnell
80 (1)	North Sturgeon Annex
80 (2)	South Sturgeon Annex
80 (3)	Evergreen
81 (1)	Castledowns Extension
82 (1)	Northwest A.S.P.
83 (1)	Mistitim Annex
84 (1, 3)	Big Lake Annex
84 (2)	Parkland Annex
90.01 (1, 3, 4, 6)	Tweddle Place
90.01 (2, 5)	Michaels Park
90.02 (1-4)	Richfield
90.03 (1-4)	Lee Ridge
90.04 (1-3)	Tipaskan
90.04 (4, 5)	Kameyosek
90.04 (6-8)	Meyonohk
90.05 (1-4)	Meyokumin
90.05 (5, 6)	Sakaw
90.06 (1, 4)	Pollard Meadows
90.06 (2, 5)	Daly Grove
90.06 (3, 6)	Crawford Plains
90.08 (1-5)	Satoo
90.09 (1-3)	Ekota
90.09 (4-7)	Menisa
90.10 (1, 2)	Greenview
90.10 (3, 4)	Hillview
90.10 (7)	Kiniski Gardens/Minchau
90.10 (8)	Weinlos
90.10 (9, 10)	Bisset
91 (1)	Hidden Brook/ Running Creek
92 (2-4)	South East Annex

Dear Homesharers:

Below we have set out a summary of the tax effects of entering into a homesharing arrangement. This summary is based on the homesharing arrangement as envisaged in the standard Homesharing Agreement, a copy of which is attached.

To avoid ambiguity, in this summary, the person providing the home is called the 'Homeprovider' and the person coming in to share this accommodation is called the 'Homeseeker'.

1. Tax position of the Homeseeker -

   There is no tax effect on the Homeseeker. The position is the same as if the Homeseeker were living with a relative or friend on a shared cost basis. The Homeseeker would not be regarded as an employee of the Homeprovider in carrying out certain activities around the home.

2. Tax position of the Homeprovider -

   The Homesharing Program in Edmonton is not in the business of a rental agency. Our Homesharing arrangements must be on a shared cost basis, not provide an opportunity for the Homeprovider to enter into the Homesharing arrangement for a profit motive. This is the position set out in the attached Homesharing Agreement.

   On this basis, the Homeprovider will be reimbursed monthly for the Homeseekers proportion, as agreed by

both parties, of the cost of running and maintaining the home. This amount must therefore be reasonable and well below the normal market value of rental payments that would have been set for the type of accommodation available to the Homeseeker. If this is adhered to, there is no income tax effect to the Homeprovider and no rental income need be declared on his or her annual tax return.

One danger that must be protected against is that, by taking in a Homeseeker, the Homeprovider might be deemed by Revenue Canada to have started using a part of his residence for business purposes, leading to a deemed disposition of part of the residence for tax purposes. This is, of course, not contemplated in the standard Homesharing Agreement.

In order to protect the Homeprovider against possible capital gains arising from such a deemed disposition, we have attached a standard 'election' that the Homeprovider must submit with his next annual income tax return. Therefore, if the Homeprovider follows the above advice, there will be no income tax effect from entering into the Homesharing Agreement.

We have asked Revenue Canada for their agreement with the above points and this has been given, subjectto the Homesharing arrangement not in fact constituting the carrying onof a business.

Should you have any questions from Revenue Canada on this matter, therefore, you can refer to this summary to explain your position to them.

Yours sincerely,

The Edmonton Homesharing Program.

STANDARD SUBSECTION 45(2) ELECTION

TO BE MADE BY THE HOMEOWNER

I, _____ of _____

Edmonton, Alberta, have entered into a homesharing arrangement as of _____.

In accordance with subsection 45(2) of the Income Tax Act, I elect not to have commenced to use the above named property for the purpose of gaining or producing income therefrom, even though it is my understanding that there is no business use as a result of the homesharing arrangement, since it has the effect of sharing costs rather than of renting my home. This subsection 45(2) election is therefore being made for protective purposes only.

Signed: _____

Date: _____

HOMESHARING -- INITIAL INQUIRIES

STAFF _____

MONTH _____ YEAR _____

DATE	NAME, ADDRESS, TELEPHONE	AGE	HP	HS	INFO SOURCE	MAIL BROCH	INTAKE	INTER-VIEW	REFER OUT	NOTES

A8

HOMESHARING

THE SOCIETY FOR THE RETIRED AND SEMI-RETIRED
EDMONTON

INTAKE
FORM

Intake Date _____
Interview Date / Time _____
Interview Location _____
Confirmed _____
Cancelled / Rescheduled _____

NAME _____

ADDRESS _____
Street Address Apt. # Postal Code

TELEPHONE _____ _____ _____
Home Work Best time to reach

HOMEPROVIDER _____ **HOMESEEKER** _____ **AGE** _____

(If Applicable)
CALLER RELATIONSHIP TO APPLICANT _____

ADDRESS OF CALLER _____

TELEPHONE OF CALLER _____ _____
Home Work

REFERRAL SOURCE _____

REASONS FOR HOMESHARING _____

WHEN ACCOMMODATION REQUIRED: Immediately (1-2 weeks) _____ 2-4 weeks _____
1-3 months _____ 4-6 months _____
Other _____

AVAILABILITY FOR INTERVIEW _____

If deemed inappropriate, reasons why: _____

Referred to another agency: _____

HOMESHARING

THE SOCIETY FOR THE RETIRED AND SEMI-RETIRED
EDMONTON

HOMEPROVIDER
INTERVIEW

File # _____
Date _____
Required date _____
Interview location _____
Referral source _____
Interviewer _____

PERSONAL INFORMATION

Name _____ Age _____ Sex _____
Address _____ Marital status S M D W SEP
_____ Dependents _____
Telephone (H) _____ (W) _____ Religion _____
Ethnic background _____
Languages _____
Employment:
Part-time ____ Retired ____ On Medication _____ Health _____
Full-time ____ Unemployed ____ _____
Student ____ Homemaker ____ Smoke _____ Drink _____
Occupation when working _____ Pets _____
_____ Hobbies / Interests _____

HOMESHARING PREFERENCES

Who do you prefer to share with?
Someone: working? _____ retired? _____ a student? _____
Male _____ Ethnic background _____
Female _____ Languages _____
Couple _____ Religion _____
Family _____ (with children) Smoker _____ Drinker _____
Flexible _____ Pets _____
Age range _____
Do you expect the homesharer to have family visiting? (Yes/No)_____ Guests? (Yes/No)_____
Overnight guests? (Yes/No)_____
What kind of person would you be compatible with? (Personality, habits, daily routine, cleanliness standards, TV, music)

_____

_____

What irritates you about people? _____

_____

File # _____

LIVING ARRANGEMENTS Rent _____ Own _____

How long have you lived in Edmonton? _____

In present home? _____ Other occupants _____

Have you shared with non-relatives before? Yes _____ No _____

If yes, how long? _____ With whom? _____

Was it successful? _____ Problems? _____

Why do you wish to share now? _____

_____

_____

ACCOMMODATION PROVIDED

Type of home? Single family house _____ Duplex _____ Stairs _____

Condominium/townhouse _____ Mobile home _____ Main floor only _____

Suite in house _____ Apartment ____

Area of Edmonton? _____

Total number of bedrooms _____ Total number of bathrooms _____

Type of private space available for homesharer: main fl. _____ 2nd fl. _____ basement _____

Not furnished _____ Fully furnished _____ Partially furnished (explain) _____

_____

Which of the following areas would be shared?

TV _____ Bathroom _____ Kitchen _____ Laundry facilities _____ Living area _____

Do you have off-street parking available? _____ Convenient bus access? _____

Special needs? _____

_____

_____

_____

File # _____

FINANCIAL / DOMESTIC ARRANGEMENT

Do you wish to exchange a reduction in rent for some household services?

Yes _____ No _____ Not sure _____

If yes / not sure, would you like assistance with:

Housework _____ Cooking _____ Support services in

Driving _____ Gardening _____ place _____

Laundry _____ Shovelling snow _____

Errands _____ Cutting lawn _____

Shopping _____ Other (explain) _____

If willing to exchange services for rent, we suggest the following broad financial guidelines. One hour of service per day may be exchanged for free room rent. Two hours of service per day may be exchanged for free room and board. The rate used is $5.50 per hour.

What is your maximum rent for a homesharing arrangement?

With food? _____ Without food? _____

Does this include the cost of utilities, laundry, parking, etc.? Yes _____ No _____

If no, how much extra would this be? _____

Would you require a damage deposit? _____ How much? _____

Yearly household income (pre-tax): Under $10,000 _____ $15,000 - 24,999 _____

$10,000 - 14,999 _____ Over $25,000 _____

CONCLUSIONS

Concerns about homesharing? _____

_____

_____

_____

Are you seeking a housemate through any other means? _____

Will you notify us if you find one elsewhere? _____

Are you considering other housing options? _____

How long do you want your homesharing arrangement to last?

A few months _____ 1 year _____ 2+ years _____ Permanently _____

May we contact 2 references (employer, doctor, co-worker, professional, etc.)?

1. _____

2. _____

Name Address Telephone Relationship

POST-INTERVIEW EVALUATION
(HOMEPROVIDERS)

Name _____
File # _____
Date _____
Interviewer _____

IMPRESSIONS OF PERSON INTERVIEWED:

Cheerful	____	____	____	Depressed
Sense of humor	____	____	____	Serious
Assertive	____	____	____	Non-assertive
Flexible	____	____	____	Inflexible
Open-minded	____	____	____	Narrow-minded
Active lifestyle	____	____	____	Inactive lifestyle
Quiet	____	____	____	Talkative
Traditional	____	____	____	Non-traditional
Positive attitude	____	____	____	Negative attitude
Independent	____	____	____	Dependent
Straightforward	____	____	____	Cautious
Pleasant/friendly	____	____	____	Grouchy

General comments _____

_____

_____

PERSONAL CHARACTERISTICS

	Excellent				Poor	Comments
Personal appearance	1	2	3	4	5	
Decision-making ability	1	2	3	4	5	
Communication skills	1	2	3	4	5	
Homesharing candidate	1	2	3	4	5	
Physical mobility	1	2	3	4	5	
Emotional dependency	1	2	3	4	5	

File # _____

HOME CHARACTERISTICS	Excellent				Poor	Comments
Cleanliness	1	2	3	4	5	
Tidiness	1	2	3	4	5	
Bus access —downtown	1	2	3	4	5	
—university	1	2	3	4	5	
—shopping	1	2	3	4	5	

Size of home: _____ large _____ medium _____ small

Compatible prospects for introductions:

_____

_____

_____

Potential problems:

_____

_____

_____

Special considerations:

_____

_____

_____

HOMESHARING

THE SOCIETY FOR THE RETIRED AND SEMI-RETIRED
EDMONTON

HOMESEEKER
INTERVIEW

File # _____
Date _____
Required date _____
Desired location _____
Interviewer _____

PERSONAL INFORMATION

Name _____ Age _____ Sex _____
Address _____ Marital status S M D W SEP
_____ Dependents _____
Telephone (H) _____ (W) _____ Religion _____
Ethnic background _____
Employment: Languages _____
Part-time ____ Retired ____ On Medication _____ Health _____
Full-time ____ Unemployed ____ _____
Student ____ Homemaker ____ Smoke _____ Drink _____ Pets _____
Occupation when working _____ Hobbies / Interests _____
_____ _____

HOMESHARING PREFERENCES

Who do you prefer to share with?
Someone working? _____ retired? _____ a student? _____
Male _____ Ethnic background _____
Female _____ Languages _____
Couple _____ Religion _____
Family _____ (with children) Smoker _____ Drinker _____
Flexible _____ Pets _____
Age range _____
Do you expect to have family visiting? (Yes/No)_____ Guests? (Yes/No)_____
Overnight guests? (Yes/No)_____
What kind of person would you be compatible with? (Personality, habits, daily routine, cleanliness standards, TV, music)

_____
_____
What irritates you about people? _____
_____

File # _____

LIVING ARRANGEMENTS

How long have you lived in Edmonton? _____

In present home? _____ Other occupants _____

Have you shared with non-relatives before? Yes _____ No _____

If yes, how long? _____ With whom? _____

Was it successful? _____ Problems? _____

Why do you wish to share now? _____

_____

_____

ACCOMMODATION PREFERENCES

Desired location? 1st _____ 2nd _____ 3rd _____

Desired accommodation?

Shared apartment _____ Duplex _____ Stairs _____

Condominium / townhouse _____ Shared house _____ Main floor only _____

Suite in a house _____

Do you require furnished accommodation? Fully _____ No _____

Able to store own furniture? (Yes/No) _____ Partially (explain) _____

What type of private space do you require? _____

Which of the following would you be willing to share?

TV _____ Bathroom _____ Kitchen _____

Laundry facilities _____ Living area _____

Do you require off-street parking? _____ Bus service needed? _____

Special needs? _____

_____

_____

_____

File # _____

FINANCIAL / DOMESTIC ARRANGEMENT

Do you wish to exchange some household services for a reduction in rent?

Yes _____ No _____ Not sure _____

If yes/not sure, would you be willing to assist with:

Housework _____ Cooking _____ Support services in

Driving _____ Gardening _____ place _____

Laundry _____ Shovelling snow _____

Errands _____ Cutting lawn _____

Shopping _____ Other (explain) _____

If willing to exchange services for rent, we suggest the following broad financial guidelines. One hour of service per day may be exchanged for free room rent. Two hours of service per day may be exchanged for free room and board. The rate used is $5.50 per hour.

What is your maximum financial contribution to a homesharing arrangement?

With food? _____ Without food? _____

Yearly household income (pre-tax): Under $10,000 _____ $15,000 - 24,999 _____

$10,000 - 14,999 _____ Over $25,000 _____

CONCLUSIONS

Concerns about homesharing? _____

_____

_____

_____

Are you seeking a housemate through any other means? _____

Will you notify us if you find one elsewhere? _____

Are you considering other housing options? _____

How long do you want your homesharing arrangement to last?

A few months _____ 1 year _____ 2+ years _____ Permanently _____

May we contact 2 references (employer, doctor, landlord, co-worker, professional, etc.)?

1. _____

2. _____

Name Address Telephone Relationship

POST-INTERVIEW EVALUATION
(HOMESEEKERS)

Name _____
File # _____
Date _____
Interviewer _____

IMPRESSIONS OF PERSON INTERVIEWED:

Cheerful	____	____	____	Depressed
Sense of humor	____	____	____	Serious
Assertive	____	____	____	Non-assertive
Flexible	____	____	____	Inflexible
Open-minded	____	____	____	Narrow-minded
Active lifestyle	____	____	____	Inactive lifestyle
Quiet	____	____	____	Talkative
Traditional	____	____	____	Non-traditional
Positive attitude	____	____	____	Negative attitude
Independent	____	____	____	Dependent
Straightforward	____	____	____	Cautious
Pleasant/friendly	____	____	____	Grouchy

General comments _____

_____

_____

PERSONAL CHARACTERISTICS

	Excellent				Poor	Comments
Personal appearance	1	2	3	4	5	
Decision-making ability	1	2	3	4	5	
Communication skills	1	2	3	4	5	
Homesharing candidate	1	2	3	4	5	
Physical mobility	1	2	3	4	5	
Emotional dependency	1	2	3	4	5	

File # _____

Compatible prospects for introductions:

_____

_____

_____

Potential problems:

_____

_____

_____

Special considerations:

_____

_____

_____

HOMESHARING
CASE WORKSHEET

Open _____
Matched _____
Closed _____
Re-opened _____

NAME _____ **FILE #** _____

SENIOR _____ **NON-SENIOR** _____

PREFERENCE SUMMARY

Date first interviewed _____

Date required _____

Sharer preference: Male _____ Female _____ Couple _____ Family _____

Peer _____ Intergenerational _____

Age range _____

Specific needs:

Financial _____

Companionship _____

Requires assistance with _____

_____

_____

_____

_____

Rent required _____

Utilities _____

Compensation for services _____

HOMESHARING
REFERENCE CHECK

HOMESHARER'S NAME _____ **FILE#** _____

_____

REFERENCE 1

NAME _____ **TELEPHONE** _____

ADDRESS _____

Directions: Briefly explain why you are calling, the program, and then ask the following questions as worded (check off as completed):

_____ 1. How long have you known this person?

_____ 2. What is your association with (homesharer's name)? (e.g. neighbor, friend, co-worker, etc.)

_____ 3. What are your impressions of (homesharer's name)?

_____ 4. Does (homesharer's name) have any physical or emotional problems?

_____ 5. Do you know of any difficulties they have encountered such as legal problems, unpaid bill, etc.?

_____ 6. Is, or was, (homesharer's name) involved with any drug or alcohol abuse?

_____ 7. What kind of person do you think would be compatible with (homesharer's name)?

HOMESHARING
REFERENCE CHECK

HOMESHARER'S NAME _____ **FILE#** _____

_____

REFERENCE 2

NAME _____ **TELEPHONE** _____

ADDRESS _____

Directions: Briefly explain why you are calling, the program, and then ask the following questions as worded (check off as completed):

_____ 1. How long have you known this person?

_____ 2. What is your association with (homesharer's name)? (e.g. neighbor, friend, co-worker, etc.)

_____ 3. What are your impressions of (homesharer's name)?

_____ 4. Does (homesharer's name) have any physical or emotional problems?

_____ 5. Do you know of any difficulties they have encountered such as legal problems, unpaid bill, etc.?

_____ 6. Is, or was, (homesharer's name) involved with any drug or alcohol abuse?

_____ 7. What kind of person do you think would be compatible with (homesharer's name)?

The Society for the Retired and Semi-Retired
10004 - 105 Street, Edmonton, Alberta T5J 1C3 Telephone 423-5510

Your name has been given to me as a reference by _____ of _____.
She is interested in our Homesharing Program at the Society for the Retired and Semi-Retired. Basically, this means she is wishing to share her home with another person. It is our policy to check at least two references and thus I am contacting you.

Please answer the questions on the attached sheet, and mail it back to me as soon as possible. If you have any questions, please feel free to contact me at The Society for the Retired and Semi-Retired at 423-5510. Thank you for your cooperation.

Sincerely,

_____
Carol Ip
Homesharing Coordinator

enclosure

HOMESHARING

The questions listed below are in regards to _____.
Please answer them to the best of your knowledge.

1. How long have you known this person?

2. What is your association with this person?

3. What are your impressions of this person?

4. What kind of person do you think would be compatible with the aboved named?

5. Does this person have any physical or emotional problems?

6. Do you know of any difficulties this person has encountered (legal, unpaid bills etc)?

7. Do you know if this person has an alcohol or substance abuse problem?

8. Any additional comments you may have:

Signature_____ (Please print name below signature)

Date_____

REFERENCE CHECKS

Interview Date	Homesharer's Name, Address, Telephone	HS/HP	File #	Reference Person's Name, Address, Telephone	Phoned	Form Sent	Form Rec'd	Comp.	Notes

HOMESHARING AGREEMENT

1. PARTIES

The parties to this agreement are _____, hereafter referred to as the HOMEPROVIDER and _____, hereafter referred to as the HOMESHARER.

2. PROPERTY

(a) The homeprovider shares the following property with the homesharer for the term of this agreement:

(i) Premises at _____

(ii) All furniture, goods, and personal articles at
(address) _____
are the possessions and property of the Homeprovider
(name) _____
with the exception of the following items brought by the Homesharer
(list items of concern): _____
_____
_____

(b) The following areas shall be shared by both parties: _____
_____

(c) The following areas of the home or items of property are <u>not</u> to be shared or shared <u>only as specified</u>: _____
_____
_____

(d) Other restrictions (e.g. pets, smoking, alcohol, guests, noise, etc.): _____
_____
_____

3. TERM

This agreement shall commence on a trial basis from _____ to _____, wherein if it is agreed upon, this agreement shall be honoured on a month-to-month basis beginning _____.

4. HOMESHARING COSTS AND RESPONSIBILITIES

$ _____ (amount) / month shall be due and payable by the Homesharer (when) _____. $ / % _____ (amount) of the utilities will be paid by the Homesharer (when) _____. A damage deposit of $ _____ is due at the beginning of the homesharing arrangement. In addition, the following indicated costs shall be paid _____ (monthly / weekly):

Newspaper _____
Cable TV _____
Food _____
Other (specify) _____

In lieu of higher monthly cost sharing (rent), the Homesharer shall be responsible for the following household duties on an appropriate periodic basis:

_____
_____
_____

In consideration of the Homesharing agreement, the Homeprovider shall provide the following services (include frequency):

_____
_____
_____

5. TERMINATION

Written notice shall be given by either / or Homeprovider or Homesharer _____ (weeks / months) should it be decided the agreement is not viable (NOTE: two weeks or thirty days notice is common).

We, the undersigned, do hereby execute and agree to this Homesharing Agreement.

HOMEPROVIDER

_____

Date _____

HOMESHARER

_____

Date _____

HOMESHARING DISCLAIMER

I have registered with The Society for the Retired and Semi-Retired's Homesharing Program for assistance with a homesharing arrangement. The staff of The Society will use their training and experience to bring together those who have housing available and those who are seeking housing, either in a senior-senior match or through an intergenerational match.

I understand that the Homesharing program is not the agent of any party (homeproviders or homeseekers) but acts as a facilitator providing the opportunity for the parties involved to come together and work out an acceptable housing arrangement.

It is understood that homesharing assistance will be provided free of charge. Any information which is provided by me as part of my application for the program is considered confidential and will not be disclosed without my approval. Some data may be used for statistical purposes.

The Homesharing Program requires that a detailed application be completed to determine personal background information, housing expectations, and preferences of potential sharers. The program also requests two references from both parties which are checked prior to any matching suggestions.

Since any agreements or contracts shall be made by the parties involved in this homesharing arrangement, The Society for the Retired and Semi-Retired, its employees, counsellors, or volunteers, either individually or in a group, will not be held responsible and will not assume any liability for claims, damages or other consequences which arise from this homesharing arrangement.

I have read and understood the above statements.

NAME _____
ADDRESS _____
TELEPHONE _____

DATE _____ SIGNATURE _____

Staff person _____

SOMETHING TO THINK ABOUT.....

While there are many benefits to homesharing, problems or disagreements can certainly arise. We have all experienced conflicts at some time with family, friends, or housemates. Dealing with problems does not have to be a negative experience; in fact it can be a growing and uplifting experience. Here are a few ways to successfully deal with small problems before they grow into BIG problems!

1. Clearly express the problem as you see it, how you feel, and what you'd like to have done to change the situation.

2. Discuss one issue at a time without being defensive.

3. Make sure you agree on what the problem is.

4. Listen carefully to what the other person is saying, thinking, and feeling about the problem.

5. List different solutions and steps for resolving the problem. Don't disregard or reject any ideas.

6. Discuss possible solutions. What are the good points about each? What are the drawbacks?

7. Choose a plan you are both comfortable with.

8. Decide how you will implement the plan. What are the steps? Who will do what, and when?

9. Decide on a time to discuss progress and or other problems.

10. Recognize what you've both accomplished in working out the problem.

Source: Shared Housing Resource Center, Philadelphia

CHECKLIST

FOR POTENTIAL HOMESHARERS

SHARING TASKS, SPACE & THINGS

____ What areas of the home will be shared and what areas will be private?

____ Who is responsible for household tasks?

____ Cleanliness standards for ALL rooms in the house

____ Furnishings?

____ Personal possessions (T.V., stereo, cookware, dishes, linens, tools, etc.)

____ Laundry

____ Storage space

MONEY

____ What is the rent? When is it due?

____ If there is a service exchange, what is the financial arrangement, and what are the services?

___ Reduction in rent
___ Free rent
___ Free room and board
___ Free room and board plus compensation.

Amount:_____

____ Who pays utility bills?

____ Share phone and phone bill?

____ Buy food together?

HABITS & PREFERENCES

____ Daily life (work, sleep, wake-up, and bathroom schedules)

____ Temperature preferences for summer and winter

____ Smoking

____ Pets

____ Noise level

____ Alcohol use

____ Television habits

____ Music preferences

____ Telephone habits

____ Home entertaining (overnight guests, visitors such as family and friends)

MEALS

____ Eat together? Schedule?

____ Shopping and preparation of meals

____ Kitchen privileges

____ Use of refrigerator, freezer, pantry and kitchen storage space

____ Food preferences

____ Special diet

GETTING ALONG

____ What are our needs for socializing and privacy?

____ Are there any activities we would like to share?

____ How will we handle changing needs? Problems? Disagreements?

MEDICAL CONSIDERATIONS

____ Medical conditions other homesharer(s) should know about?

____ Medications?

____ Exchange doctors' telephone numbers?

____ What arrangements will be made in the event of injury or illness?

EMERGENCY CONTACTS: Number to call in case of emergency.

BEGINNING & ENDING

____ How long is homesharing agreement to last?

____ Trial visit?

___ How much notice is needed to terminate the homesharing agreement? What other arrangements?

MATCH RECORD

MATCH # _____

NAME	FILE #	SEX	AGE	REASONS FOR SHARING
H.P. _____	_____	_____	_____	_____
H.S. _____	_____	_____	_____	_____

DISTRICT _____ 1st PREFERENCE MET? _____

DATE MATCH BEGAN _____ ENDED _____

DURATION: under 1 month _____ 1-6 months _____ 6-12 months _____ over 1 year _____

TRIAL PERIOD: Yes _____ No _____

TERMS OF AGREEMENT: Amount of rent _____

Services exchanged _____

_____

Amount of compensation _____

# of hours _____

Other terms _____

_____

SUMMARY OF ISSUES BETWEEN PARTIES DURING MATCH (from counselling notes):

WHY MATCH DISSOLVED _____

DOES HOMEPROVIDED WANT ANOTHER MATCH? _____ DOES HOMESHARER? _____

IF NOT, WHAT OTHER PLANS ARE KNOWN? _____

SUMMARY OF COUNSELLOR'S ASSESSMENT OF BENEFITS TO SHARERS:

HOMESHARING FOLLOW-UPS

NAME _____

FILE # _____

TELEPHONE _____ BEST TIME TO CALL _____

HOMEPROVIDER ____ HOMESHARER ____

MATCHED WITH: NAME _____ FILE # _____

DATE	FOLLOW-UP SUMMARY

HOMESHARING CASE WORK SUMMARY SHEET

MONTH _____ **YEAR** _____

MONTHLY SUMMARY	HOMEPROVIDERS		HOMESEEKERS		TOTAL
	SENIORS	NON-SENIORS	SENIORS	NON-SENIORS	
# INQUIRIES					
# INTAKES					
# INTERVIEWS					
# REFERRALS TO OTHER AGENCIES					
# PEOPLE INTRODUCED					
# TRIALS					
# MATCHES					
# SHARERS INVOLVED					
# TELEPHONE FOLLOW-UPS					
# HOME FOLLOW-UPS					
# COUNSELLING SESSIONS					
# OPEN FILES					
# CLOSED FILES					
# RE-OPENED FILES					
# VOLUNTEERS TRAINED					
# VOLUNTEERS ASSISTING					

HOMESHARING PROGRAM STATISTICS
(HOMEPROVIDERS)

MONTH _____ **YEAR** _____

SERVICE BY AGE	DISTRICT North	North-Central	Central	West	South-West	South-East	Out of Town	Unavail	TOTAL
# INQUIRIES									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# INTAKES									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# INTERVIEWS									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# TRIALS									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# MATCHES									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# SHARERS									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									

HOMESHARING PROGRAM STATISTICS
(HOMESEEKERS -- PREVIOUS DISTRICT)

MONTH _____ **YEAR** _____

SERVICE BY AGE	DISTRICT North	North-Central	Central	West	South-West	South-East	Out of Town	Unavail	TOTAL
# INQUIRIES									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# INTAKES									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# INTERVIEWS									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# TRIALS									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# MATCHES									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									
# SHARERS									
Under 25									
25-39									
40-54									
55-64									
65-79									
Over 80									

HOMESHARING PROMOTION STATISTICS

MONTH _____ YEAR _____

SOURCE*	AGE Under 25	25-39	40-54	55-64	65-79	80+	TOTAL
FORMAL REFERRALS							
Hospital/Doctor							
Health Care							
Community Social Services							
Educational Institution							
Seniors Organization							
SRSR							
Other							
INFORMAL SOURCES							
Family							
Friends							
Church							
Community Organization							
Other Homesharers							
Other							
PUBLICITY							
TV							
Radio							
Edmonton Journal / Sun							
Examiner							
ACA News							
SRSR News							
Posters							
Brochure							
Presentations							
Other							
TOTAL							

* Clarify with examples prior to program initiation

MONTHLY STATISTICS WORKSHEET

INQUIRIES (BY AGE AND AREA/DISTRICT)

HOMEPROVIDERS

UNDER 25	25-39	40-54	55-64	65-79	80+

HOMESEEKERS

UNDER 25	25-39	40-54	55-64	65-79	80+

INTAKES (BY AGE AND AREA/DISTRICT)

HOMEPROVIDERS

UNDER 25	25-39	40-54	55-64	65-79	80+

HOMESEEKERS

UNDER 25	25-39	40-54	55-64	65-79	80+

INTERVIEWS (BY AGE AND AREA/DISTRICT)

HOMEPROVIDERS

UNDER 25	25-39	40-54	55-64	65-79	80+

...2

HOMESEEKERS

UNDER 25	25-39	40-54	55-64	65-79	80+

INTERVIEWS (BY HOMESHARER/PREFERENCE)

HOMEPROVIDERS

UNDER 25	25-39	40-54	55-64	65-79	80+

HOMESEEKERS

UNDER 25	25-39	40-54	55-64	65-79	80+

PROMOTIONS (BY AGE)

UNDER 25	25-39	40-54	55-64	65-79	80+

INTRODUCTIONS

HOMEPROVIDERS		HOMESEEKERS	
SENIORS	NON-SENIORS	SENIORS	NON-SENIORS

NOTE: Use codes by developing a numbering or lettering system

APPENDIX B
Homesharing Resources

HOMESHARING ORGANIZATIONS IN CANADA (1988)

Carol Ip
Coordinator of Homesharing
Society for the Retired and
15 Sir Winston Churchill Square
Edmonton, AB T5J 2E5

Colin Collette
Coordinator
Dartmouth Share
45 Ochterloney Street
Dartmouth, NS B2Y 4M7

Debra MacLeod
Co-ordinator
Senior Citizens Centre
619 Bay Street
Sault Ste. Marie, ON

Gail Casey, Coordinator
Project Coexistence
Catholic Community Services
1857 De Maisonneuve Blvd. W.
Montreal, PQ H3H 1G9

Elaine Shearer, Coordinator
Single Mothers Housing Network
Richmond Family Place
6580 Gilbert Road
Richmond, BC V5C 3V4

Lee Salmond, Coordinator
Homeshare Waterloo Region
10 Water St. N.
Kitchener, ON N2H 5A5

or

Marisa Trivieri, Community Worker
Reg. Niagara Senior Citizens
c/o Community Support Services
183 First Avenue
Welland, ON L3C 1Y5

Lola Salmon
Niagara Homeshare
P.O. Box 1042, 2201 St. David's Road
Thorold, ON L2V 4T7

Nancy Green
Home Share Program
City of Brockville
Victoria Building
Brockville, ON K6V 3P5

Ms. Pellerin, Ms. Lesage, and
Mr. A. Descorteaux
Habitation Partagees
220 Duquette Quest
Gatineau, PQ J8P 2Z4

Nina Herman
Executive Coordinator
Toronto Sharing
212 - 339 Bloor Street W.
Toronto, ON M5S 1W8

Sharon Peebles, Coordinator
Match and Share
Regional Municipality/Ottawa
222 Queen Street
Ottawa, ON K1P 5Z3

Liz Burgess, Coordinator
Vancouver Homesharers Society
105 - 2182 West 12th Ave.
Vancouver, BC V6K 2N4

Mary Bell Plouffe
Seniors Counselling and
Coordination Service
318 Stewart Street
Peterborough, ON K9J 3N1

Ms. Erna Kervin
North Bay Home Share Program
c/o Emmanuel United Church
North Bay, ON P1A 2C5

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BIBLIOGRAPHIE SUR LE LOGEMENT À CONTREPARTIE DE TRAVAUX

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HD 7293 D328 1982
Day-Lower, Dennis; Bryant, Drayton and Mullaney, Joan Ward. National Policy Workshop on Shared Housing: Findings and Recommendations. Philadelphia: Shared Housing Resource Centre, 1982.

HD 7287.92 U54D6 1983
Dobkin, Leah. Shared Housing for Older People: a Planning Manual for Match-up Programs. Philadelphia, Pa.: National Shared Housing Resource Centre, Inc., 1983.

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Harkey, P. Wayland and Traxler, Herbert G. Share-a-home: a Unique Community-based Residential Alternative for the Dependent Elderly. Hyattsville, Md.: U.S. Bureau of Health Planning: Springfield, Va.: National Technical Information Service, 1981.

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HD 7287.92 U54M25 1980
McConnell, Stephen R. and Usher, Carolyn. Intergenerational House-sharing: a Research Report and Resource Manual. The Andrus Papers. Los Angeles, Calif.: Ethel Percy Andrus, Gerontology Centre, University of Southern California, 1980.

HD 7287.92 U54M87
Murray, Priscilla. Shared Homes: a Housing Option for Older People: a Review and Analysis of the Current Situation. Washington, D.C.: International Centre for Social Gerontology, 1979.

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Prepared at:

Canadian Housing Information Centre
Canada Mortgage and Housing Corporation
Ground Floor, Annex Building
Montreal Road
Ottawa, Ontario
K1A 0P7

Préparé au:

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Société canadienne d'hypothèques et de logement
Rez-de-chaussée, Annexe
Chemin Montréal
Ottawa, Ontario
K1A 0P7

April/avril 1985

SHRC NATIONAL SHARED HOUSING RESOURCE CENTER
6344 Greene Street, Philadelphia, PA 19144 (215) 848-1220

SERVICES & FEES

June 1986

The **National Shared Housing Resource Center, Inc.** offers a full range of consultant services to shared housing sponsors that includes step-by-step program development, problem-solving, and program evaluation. We provide technical assistance in the following areas for development of group shared residences and match-up programs:

Group Shared Residences

- Identification and development of an informed and capable sponsoring group
- Evaluation of sponsor/clientele needs and recommendations on appropriate shared housing models to meet those needs
- Site identification and selection
- Financial development and planning
- Renovation planning
- Zoning problems and strategies
- Household budget planning (operating cost projections)
- Resident recruitment and selection processes
- Resident lease agreements
- Development of house management plan (training of resident facilitators, household policies and procedures, etc.)
- Process and program evaluation

Match-up Programs

- Identification and development of an informed and capable sponsoring agency
- Evaluation of target population needs and recommendations on appropriate match-up program models
- Funding strategies
- Staffing levels, recruitment and training of paid and volunteer staff
- Match-up procedures and methods
- Developing and refining program materials (intake forms, applications, homesharing contracts, etc.)
- Office filing systems, recordkeeping, and establishing program budgets
- Program promotion and selective marketing
- Successful matchmaking, e.g. appropriate referrals, negotiating homesharing agreements, problemsolving, and conflict resolution skills
- Program evaluation

The following is a fee schedule for program consultations and evaluations, and speaking engagements:

Consultations & Workshops	• $40/hour on-site or in-office + expenses
	• $350/day on-site or in-office + expenses
Speaking Engagements	• $300 honorarium for full-day involvement + expenses
	• $150 honorarium for half-day involvement + expenses

These fees are a significant part of our annual budget; however, we realize that there may be special circumstances in which negotiation of these fees is required. A list of past and current clients is available upon request.

For further information, please contact Dennis Day-Lower, Executive Director, at the above address and phone number.

NSHRC PUBLICATIONS LIST

Shared Housing for Older People: A Planning Manual for Match-up Programs - A "how-to" manual for planning, financing, operating and evaluating match-up programs. Appendices include program materials and forms used in the operation of a program. $9.50

Shared Housing for Older People: A Planning Manual for Group Residences - A "how-to" manual for developing, financing, and managing a group shared residence. Appendices include court zoning case excerpts, floor plans, sample application and lease agreement, and a pro-forma. $9.50

Is Homesharing for You? A Self-Help Guide for Homeowners & Renters - A useful resource to help prepare program applicants for homesharing, or for individuals who, on their own, seek a homesharing arrangement. Contents include a discussion of homesharing, self-questionnaires, publicizing and interviewing, problem-solving checklists, and a model homesharing lease agreement. $3.00

National Directory of Shared Housing Programs - An alphabetical, state-by-state listing of nonprofit shared housing programs: match-up and group residence programs. Also includes some for-profit housemate referral services. Over 300 listings. $6.00

Shared Housing Quarterly (4 issues per subscription) - A national newsletter featuring up-to-date information on shared housing for consumers, planners and sponsors, including articles on programs, pertinent legislation, research, financing, new developments, problem-solving, new publications, conferences and workshops. $15.00

Designing Shared Housing for the Elderly: Social & Architectural Considerations - (by Dennis Day-Lower, Sheree West, and Hugh Zimmers, and commissioned by the Administration on Aging, U.S. Dept. of Health & Human Services) Spatial planning and design solutions that support successful homesharing. Special features include energy conservation, safety design, site selection, as well as floorplans of new construction and partial rehab projects. $12.00

Financial Resources Guide - Useful resource for organizations seeking either start-up or ongoing funds for shared housing programs. Funding caategories include private, public, voluntary, and fee-for-service. Appendices include listings of relevant public and private agencies and directories useful for fundraising; a discussion of accessing foundation funding, and a guide to proposal writing. $6.00
(by Donna Milone)

Shared Housing Model Projects: In Maryland, Georgia, Ohio, Colorado & Texas - (by Donna Milone) Report on work done under contract with U.S. Dept. of Housing & Urban Development to provide technical assistance in 1984 to public and private agencies in 5 HUD regions. One state was targeted in each region for cooperative work with the State's Dept. of Community Affairs and Dept. on Aging, in order to develop 3-5 model shared housing projects. $7.00

National Policy Workshop on Shared Housing: Findings & Recommendations - An analysis of shared housing issues, and related recommendations, regarding program planning, community concerns, design and development, finance, and management. Result of a 2-day 1982 conference conducted by NSHRC and funded by U.S. Dept. of Housing & Urban Development, with 150 participants including builders, architects, lawyers, governmental officials, housing, financial and corporate representatives. $7.50

Proceedings of the New York City National Shared Housing Conference - (Eds.: Friedhilde Milburn, Dennis Day-Lower & Donna Milone; Jamaica Service Program for Older Adults, Jamaica, NY, and NSRHC) 1984 conference including discussion on financing, state government and shared housing, urban homesharing, and building/zoning/legislative issues. $7.50

Shared Housing Bibliography - Books, monographs, newspaper and magazine articles, court cases, legislative bills, etc. $3.00

* ORDER FORM OVER *

NSHRC Publications Order Form

( )	Match-up Program Planning Manual	$9.50 _____
( )	Group Residence Planning Manual	$9.50 _____
( )	Homesharing Self-Help Guide	$3.00 _____
( )	National Directory of Shared Housing Programs	$6.00 _____
( )	Designing Shared Housing for the Elderly	$12.00 _____
( )	Shared Housing Quarterly - Subscription (4 issues)	
	( ) Individual/Organization	$15.00 _____
	( ) Limited Income Persons (student/retired/other)	$12.00 _____
( )	Financial Resources Guide	$6.00 _____
( )	Model Projects	$7.00 _____
( )	National Policy Workshop	$7.50 _____
( )	Proceedings of New York City Conference	$7.00 _____
( )	Bibliography	$3.00 _____
		TOTAL: _____

NAME (print) _____ DATE _____

ORGANIZATION _____

ADDRESS _____

CITY/STATE/ZIP _____

TOTAL ENCLOSED: $_____; REMIT TO: NSHRC; 6344 GREENE ST.; PHILA., PA 19144

FUNDRAISING RESOURCE CENTRE

Newsletter

Fall 1988 Vol. 1 No. 2

The Fundraising Resource Centre (FRC) has expanded beyond the realms of fundraising. Non-profit and charitable organizations have expressed a need for information in a number of areas. To meet these needs the FRC has ordered material on marketing, volunteer and organizational management, and board development. As a result of our expanded resources, we have outgrown our title, and thus have changed our name, designed a new logo and developed a new mission statement. The FRC will officially become the Resource Centre for Voluntary Organizations (RCVO) in the fall. This is the last newsletter to be published on the FRC letterhead. Look for our new letterhead in the winter newsletter.

RESOURCE CENTRE FOR VOLUNTARY ORGANIZATIONS

New logo

Mission Statement: The Resource Centre for Voluntary Organizations will provide educational and skill development opportunities, material and referral to Alberta's non-profit and charitable organizations in the areas of fundraising, marketing, volunteer and organizational management and board development.

Upcoming Conferences

(For further information on these conferences, call the Conference Management Centre at 441-4668)

1. Canadian Centre for Philanthropy Cross-Canada Workshop
   Date: Monday, October 24, 1988
   Title: Filthy Rich & Other Non-Profit Fantasies. . . Changing the Way Non-Profits do Business
   Speaker: Richard Steckel (Boulder, Colorado)

2. Volunteer Management Conference
   Date: April 6-7, 1989
   Speaker: Richard Lynch

3. Fundraising '89 Conference
   Date: May 4-5, 1989
   Note: This conference will be held in the spring, not in the fall as in 1987.

If you know of an upcoming conference of interest to non-profit and charitable organizations, please call the RCVO at 441-4623.

Ken Wyman's Hot Tips

On May 4, Ken Wyman was in Edmonton presenting a workshop entitled "Making the Most of Special Events". Ken Wyman is a specialist in helping non-profit organizations grow through better fundraising, volunteerism and communications.

As president of Ken Wyman and Associates, Ken heads a team of experienced consultants providing advice to a range of clients that include small, new charities, to multi-million dollar international agencies.

Ken is an accomplished trainer, and has established an excellent reputation for lively, practical education sessions with the Canadian Centre for Philanthropy, York University, and the Canadian Council for International Cooperation. He is the author of several new resource books on fundraising and non-profit issues for the Secretary of State, including *Guide to Special Events Fund Raising*.

Here are Ken's surefire **"Hot Tips"** on conducting a successful special event:

1. The secret to a good special event is - get everything donated. When running a garage sale, companies and

Junior League of Edmonton

stores will often donate second quality, damaged, returned or out-of-fashion goods. Publishing companies may donate last year's unsold books. Don't just look at the obvious places for donations. For example, never go to a printer for donated printing, they are usually unwilling to give away their livelihood - go to a department store, which is large enought to print its own advertising. Long, thin tickets, for example, can often be piggybacked on the scraps from other printings.

2. At a typical event you have to invest $50 and 2 volunteer hours for every hundred dollars you raise. On average, each person can sell fewer than 10 tickets to an event, so make sure you have enought volunteer ticket sellers to cover the number of seats available. Don't make the mistake of underbidding yourself by lowering ticket prices to the lowest common denominator. If you lower the ticket prices from $100 to $10 because you are afraid too many people won't be able to afford the higher price, those who would have paid the $100 now only pay $10.

3. To get a performer for your special event, never go to that person's manager - always go straight to the performer. The manager is only there to make the performer money. Since performers often work late nights and odd hours, never call a musican before noon - or better yet, send a letter, that way you can include enticing material.

4. To estimate if your special event has been a success, don't just rely on suggestion cards or questionnaires. Have "spies" walk around and casually listen in on conversations during intermissions or after the event. To find out if you have succeeded in educating the public about your organization, find out what your audience knows before the event, right after the event, and, to see if it has stuck, check again after a few months.

5. Quick tip - a good place to hold an auction is at a convention, where there are a lot of bored people looking for souveneirs to take home.

Ken Wyman is available for private consultations. For more information write to: Ken Wyman and Associates, 366 Adelaide Street East, Suite 321, Toronto, Ontario, M4X 1X3. (416) 362-2926.

Computers in Fundraising

The role of the computer for non-profits has been growing steadily in the past few years, paralleling similar growth in the use of the computer in the home as well as in the for-profit sector. With this in mind, we have compiled the information we have on computers for non-profits, not only to help you select the system best suited for you, but also to learn to make the most of this valuable tool.

There is one entire file in the vertical files dedicated to "The Computer in Fundraising", although it also contains many articles on the use of computers in other areas of interest to non-profits, such as volunteer management. The file contains articles on deciding whether you need a computer, selecting the system for you, picking the right software, as well as features on computer usage, such as a donor database, word processing and desktop publishing.

Also in the FRC are two audiotapes on computers: "Making the Most of Your Computer as a Management Tool" (#156) and "Computers: Potential as a Management Resource" (#176).

Several books on the topic can be found in the Grant MacEwan Community College Learning Resources Centre on the sixth floor:

1. Computers for Non-Profit Organizations (QA 76.M28)
An introduction to computers for the not-yet computer literate and an overview of their applications to non-profits, including word processing, communications, number crunching and data base management.

2. 1986 The Asner Directory of Software for Associations, Charities and Non-Profit Organizations
This book, new to the FRC, contains vital information on hundreds of programs designed specifically for non-profits, from accounting to membership or donor databases to special purpose systems.

The Learning Resources Centre also contains a variety of other books for beginner to experts on computer use in general.

Another useful book available in Room 318 (not in the LRC) is Basic Computer Knowledge for Non-Profits - Everything You Need to Know Made Easy. This book is a much more in-depth look at information introduced in Computers for Non-Profit Organizations. It contains a detailed overview of all aspects of computers for the non-profit. This book is useful for organizations who already own a computer.

The Fundraising Resource Centre is now in the process of ordering a new book by the Technology Learning Center of The Center for Non-Profit Management in Dallas. This book contains in-depth evaluations of 10 leading software packages for non-profits, as well as information on conducting your own evaluations of ther software packages.

APPENDIX C
Promotional Examples

HOMESHARING

The Society for the Retired & Semi-Retired

423-5510 C1

HOW DOES THE SERVICE WORK?

- *Introductory information sessions*
- *An application is filled out*
- *An interview is scheduled*
- *A meeting with a suitable match is arranged*
- *A homesharing agreement is completed*
- *A trial period is set*
- *Follow-up contact is available*

COST?

Because the Society is a non-profit organization, there is no cost or fee for this housing service. Donations are always welcome.

FOR MORE INFORMATION:

*Contact the Housing Registry, The Society for the Retired and Semi-Retired at **423-5510** weekdays from 9 a.m. to 4:30 p.m.*

COMMENTS FROM HOMESHARERS

- *"Safe housing is difficult to find in the city. I feel more secure sharing my home than living alone."*
- *"I feel like I should have done this before. It's nice to share your home and build friendships with people you enjoy."*
- *"Sharing household chores takes a lot of worry off my shoulders.... I can't do everything for myself anymore."*
- *"I'm working my way through school, and saving money is a must. I get more house for less dollars."*
- *"For the first time, I have my own bedroom which is really nice. I come from a family of eight children and ... I couldn't afford to live in an apartment on my own so something like this worked out really well for me."*
- *"I decided to share a home because I was suddenly without a family. I was terrified to be alone."*
- *"Like many other women my age, I have outlived my family and have faced the dilemma of having to choose either to maintain my home alone or move into an institution. I choose instead to share my house with others and it is a wonderful experience."*
- *"I have enjoyed some help with the yardwork."*

HOMESHARING

A SERVICE PROVIDED
BY THE
SOCIETY FOR THE RETIRED
AND SEMI-RETIRED

10004 - 105 Street
Edmonton, Alberta
T5J 1C3

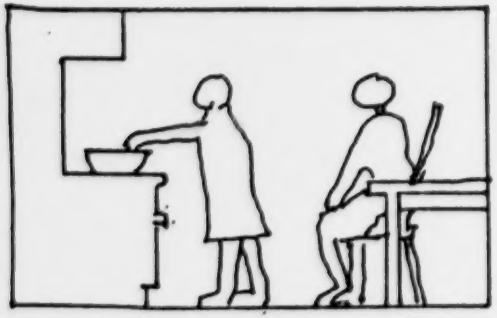
Telephone (403) 423-5510

WHAT IS HOMESHARING?

Homesharing is a housing arrangement in which a homeowner or apartment dweller shares extra living space with an unrelated person(s).

HOMESHARING IS:

- *A housing alternative for all ages, although one person must be 55 years or older*
  For people who wish to help others with affordable housing
- *For those who wish to remain in their own home but find it becoming more difficult to manage*
- *For people who do not wish to live alone*



WHY SHARE?

IF YOU NEED HOUSING, HOMESHARING OFFERS YOU:

- *The chance to SHARE a pleasant home*
- *An affordable housing alternative*
- *Shared responsibilities*
- *Companionship*
- *An opportunity to help others*

IF YOU HAVE ROOM TO SHARE, HOMESHARING OFFERS YOU:

- *A chance to help others*
- *Added income to help with expenses*
- *Assistance with household responsibilities*
- *Companionship*
- *Increased security*
- *Continuing independence*

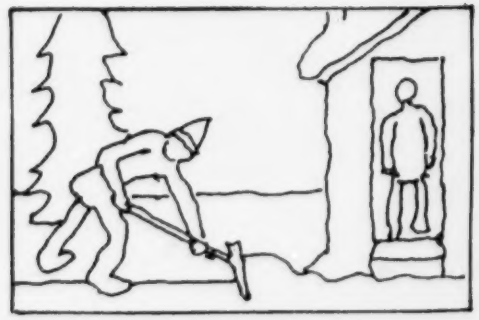
WHO CAN USE THIS SERVICE?

TENANTS who are:

- *Adults of all ages*
- *Students*
- *Couples*
- *Families*

HOMEOWNERS who:

- *Want to cut their housing costs*
- *Would like companionship*
- *Want increased security*
- *Desire help with household responsibilities in exchange for reduced rent*



HOMESHARING

Homesharing is an additional housing alternative for seniors to choose from. It is for people who are willing to share their home with a non-relative. (By a home, I am referring to a house, an apartment or some other type of dwelling.) This allows for people to pool their resources together in order to meet each other's needs. Each person is helping the other.

People become involved with the Homesharing Program for a variety of reasons; however there are three common reasons:

1. Companionship
   - People may provide companionship for one another as well as carry on with their daily routines. They would share the expenses of sharing the home.

2. Financial
   - People may be unable to keep up with the costs of maintaining their home and would rather share the expenses than move to other accommodation. It is important to note that people would share the expenses. A profit is not to be made.

3. Chores performed in exchange for a reduced rent.
   - As a guideline for our program, one hour of work per day qualifies the person to a room. Two hours of work per day qualifies the person for room and board in exchange for the assistance. If this amount of assistance is not required, then a reduced rent would be given to the person in exchange for the help provided. Various chores that people tend to need help with are cooking, housecleaning, snow removal, yardwork, gardening, driving, errands and shopping. For example, an older person may have difficulties doing their yardwork and snow removal. If a person is willing to move in and do these chores, the homeprovider will give a reduced rent in exchange for this assistance. The person needing accommodation may need it to be inexpensive and thus this would be a good way of achieving this. At the same time, the homeprovider can remain in their home without having to worry about the yardwork and snow shovelling.

Adults of any age may become involved. It is our policy though that one person in the Homesharing arrangement must be 55 years of age or older. Participants of the program must be agile, self-medicating, independent and able to deal with their own daily routines. See the attached sheet for the additional criteria.

Although this housing alternative is not suitable for all seniors, it does provide an additional choice. A homesharing program allows for people to remain in their homes for a longer period of time. This in turn enables seniors to maintain their independence that much longer.

If you are interested in participating in this program or if you have any questions about the Homesharing Program, please call Carol Ip at The Society for the Retired and Semi-Retired at 423-5510.

QCTV

EDMONTON JOURNAL (NEIGHBORS)

EDMONTON SUN

EDMONTON EXAMINER

ALBERTA COUNCIL ON AGING NEWS

THE SOCIETY FOR THE RETIRED AND SEMI-RETIRED

The Society is introducing a new match-up program for homesharing.

Enjoy reduced expenses, added security, help with household duties, and companionship.

More information from 423-5510

THE SOCIETY FOR THE RETIRED AND SEMI-RETIRED

The Society is introducing a new Homesharing Program for seniors, students, and families. Enjoy reduced expenses, added security, help with household duties, and companionship. More information from 423-5510.

QCTV - Community Announcements

PUBLIC SERVICE ANNOUNCEMENT

For further information contact:
Carol Ip, Homesharing Co-ordinator
Society for the Retired and Semi-Retired
(a non-profit organization)
423-5510

Re: Homesharing
For release: As soon as possible
Kill date: February 15, 1988

(10 seconds)

The Society for the Retired and Semi-Retired has recently introduced a Homesharing Program. Enjoy reduced expenses, added security, and help with household duties. Call 423-5510.

(20 seconds)

Are you a tenant seeking safe, affordable housing? Maybe you're a homeowner or apartment dweller trying to meet the rising costs of maintaining you own home. The Society for the Retired and Semi-Retired's Homesharing Program may just what you're looking for. For more details about Homesharing call 423-5510.

(30 seconds)

Are you a tenant seeking safe, affordable housing perhaps through reduced rent in exchange for helping with household duties? Maybe you're a homeowner or apartment dweller trying to meet the costs of remaining in your own home, or perhaps would enjoy companionship. The Society for the Retired and Semi-Retired's Homesharing Program may be just what you're looking for. The program screens and brings together compatible adults to share the expenses and responsibilities of a home. For more details call The Society at 423-5510. That's Homesharing at 423-5510.

CENTRE Talk

SPRING 1988 EDITION

A brief overview of some of the important issues and events in the Legislature and our Constituency.

Wm. A. Roberts
Member of the Legislative Assembly for Edmonton Centre

Home Sharing Program at Society for Retired and Semi-Retired

I discussed the very creative proposal from the Society for Retired and Semi-Retired to develop more fully their home sharing program, whereby their housing registry works to match a senior homeowner with another seeking accommodation. The results can often be mutually beneficial and allow for more home living all around. In letters to the Minister responsible, we asked for a grant from the Innovative Housing Grants Program to develop this program, and on March 25, 1988, it was given.

Senior-student hc mesharing way to close generation gap

Living alone can strain a senior's pocketbook, while students often struggle to make ends meet in low-quality housing.

"Why not get together and make it easier on everyone instead?" asks the co-ordinator of a new housing registry started recently by The Society For The Retired and Semi-Retired.

The program — called homesharing — matches seniors with students, individuals or families who want to share accommodation and expenses.

"The idea behind it all is to help elderly people stay in a home in the community as long as possible," says co-ordinator Carol Ip.

Seniors may be seeking a way of reducing expenses, increasing security or getting help with housework, says Ip.

"It's possible that free room and board might be offered in exchange for some housekeeping, cooking or whatever meets the person's needs," although senior participants will be fairly able-bodied, she said.

The program should appeal to students, families or "single employable" welfare recipients faced with cuts to housing benefits.

The program began in September and has already attracted "significant interest although the word is still spreading."

Registry candidates are interviewed to determine their needs, likes and dislikes, then a short trial period is arranged "to see if the match works out," said Ip.

NOVEMBER 1987

Homesharing

by Carol Ip

A Homesharing Program has been started at the Society for the Retired and Semi-Retired, aimed at providing an additional housing alternative for people in the City of Edmonton. Although homesharing is not desirable for all seniors, it does supply another choice.

Homesharing may be described as two or more unrelated people being linked together in order to share a home (house or apartment). At least one person must be 55 years or older.

Further, a private bedroom must be supplied for the tenant with the common space being shared according to guidelines provided by the home owner. An example of common space may be the kitchen or the living room.

People tend to be interested in homesharing so that their personal and/or financial resources can be used to help one another. If you are interested in homesharing or have any questions, please call Carol Ip at the Society for the Retired and Semi-Retired at 423-5510.

ACA News Vol.20 #9, p.15

HOUSING

The Senior Citizens' Housing Registry at the Society for the Retired and Semi-Retired is funded by the provincial government to provide information on suitable housing; identify and register Senior Citizens seeking accommodation; provide counselling for persons in transition from one living arrangement to another.

Housing Registry Receives Grant To Explore A Housing Choice

A Shared Accommodation Project will soon be under way at the Society for the Retired and Semi-Retired. Alberta Municipal Affairs — Innovative Grants Program has approved funding for a nine-month project. The grant will allow for a research pilot project aimed at testing the feasibility of a shared accommodation program in the Edmonton area.

Shared accommodation programmes are functioning in several cities in Canada and the United States. Through such a programme, interested persons 55 years of age and over are given the opportunity to share, either space in their present home (home providers), or space in some one elses home (home-seekers). Interviews and assessments are conducted before individual matches are made.

Companionship and security are high on the list of benefits a shared situation offers. Shared expenses and household chores can enable people to remain in their own homes for extended periods.

The Shared Accommodation Grant has provided the opportunity to research and assess the need for this alternative in Edmonton.

If you have questions, call the Housing Registry at the Society for the Retired and Semi-Retired at 423-5510. •

Homesharing

"Homesharing is an opportunity;
an opportunity to help yourself while helping others"

by Carol Ip

The Homesharing Program will be extended for an additional six month period. We have been fortunate to receive further funding from Alberta Municipal Affairs. This will enable the program to further establish itself in the Edmonton community.

If you are interested in any of these opportunities or wish further information about homesharing, please contact Carol Ip at The Society for the Retired and Semi-Retired at 423-5510.

Family Participation

A family of five is wishing to share their home with an older woman. A non-smoker is necessary and no pets are allowed. Room and board will be given in exchange for occasional light housework, occasional cooking and possibly staying with the children during the evenings. If you are interested in this opportunity, please refer to reference number N-012.

A Retired Female

A retired woman is hoping to share her north Edmonton home with either a retired male or female. A smoker is welcome. She enjoys crafts, cards, bowling and dancing. In exchange for the snow shovelling and yardwork being done, a person is to pay $110/month for rent and utilities. If you are interested in this opportunity, please refer to reference number N-006.

Non-Smoker Required

A retired school teacher living in a condominium located in the central Edmonton area would like to share with another female. A non-smoker is required. Accommodation will be provided in exchange for weekly housework. If you are interested in this opportunity, please refer to reference number C-010.

A Male Required

A retired man wishes to share his north central Edmonton home with a younger man. A smoker is welcome. A financial arrangement of $200/month for rent and 1/3 of the utilities is expected. He enjoys cycling, theatre and reading. If you are interested in this opportunity, please refer to reference number NC-003.

Room and Board

An older gentleman chooses to share his southwest Edmonton home with a retired woman. A clean and tidy person with a sense of humor would fit nicely. A smoker is welcome. Room and board will be provided in exchange for assistance with the housework and cooking. He enjoys gardening and good conversation. If you are interested in this opportunity, please refer to reference number SW-009.

— HOUSING REGISTRY

Homesharing

by Carol Ip

You may have noticed that we have changed the name of our project. We've changed it from "Shared Accommodation" to "Homesharing". This has been done for a variety of reasons. However, the one reason that sticks out in my mind, is that "Homesharing" sounds much more inviting for people to approach in order to inquire about it, than the previous title.

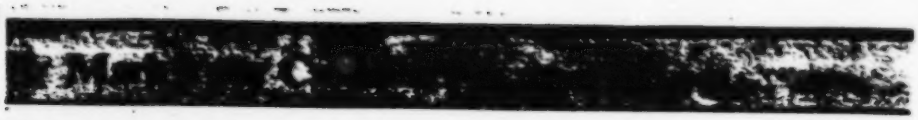
In regards to the questionnaire that appeared in the September and October *News For Seniors* newspaper, there are a few other things I'd like to share with you as well. First, I would like to thank everyone who has filled in and returned the Homesharing questionnaire. I have had a chance to go through the responses and I have appreciated the concerns and opinions given.

Second, there are two things in particular that I have noticed going through the questionnaires:

a) some people expressed that they may be interested in the Homesharing Program, but do not live in a house. It should be known that people may become involved with the program whether they live in a house, an apartment or some other type of dwelling. The key is there must be a private bedroom provided for the homeseeker. The other space in the home may be shared or a specific guideline may be set up for this purpose;

b) some people were unsure as to the areas in the province that our project serves. The Homesharing Program is limited to the City of Edmonton. It does not cover the surrounding areas such as Sherwood Park, St. Albert or farming communities.

I would like to welcome anyone who is interested in the Homesharing Program to contact me at The Society for the Retired and Semi-Retired, at 423-5510. •



Society for the Retired and Semi-retired
10084 105 St.
423-5510
The society is introducing a new Homesharing program for seniors, students and families. Reduced expenses, added security, help with household duties and companionship. Call 423-5510.

The Society for the Retired and Semi-Retired

HOMESHARING

What is homesharing?

Homesharing is a housing arrangement in which a homeowner or apartment dweller shares extra living space with an unrelated person(s).

It is a housing alternative for people of all ages but one person must be 55 years or older.

It is for those who want to remain in their own homes but find it becoming more difficult to manage and also for those who do not want to be lonely.

Why share?

If you need housing, homesharing offers you:

The chance to SHARE a pleasant home - An affordable housing alternative - Shared responsibilities - Companionship - An opportunity to help others

If you have room to share, homesharing offers you:

A chance to help others - Added income to help with expenses - Assistance with household responsibilities - Companionship - Increased security - Continuing independence

Who can use this service?

TENANTS who are adults of all ages, students, couples, families. HOMEOWNERS who want to cut their housing costs, would like companionship, want increased security, or desire help with household responsibilities in exchange for reduced rent.

How does the service work?

Introductory information sessions are given - An application is filled out - An interview is scheduled - A meeting with a suitable match is arranged - A homesharing agreement is completed - A trial period is set - Follow-up contact is available.

Cost?

Because the society is a non-profit organization, there is no cost or fee for this housing service. Donations are always welcome.

For more information:

Contact the Housing Registry, The Society for the Retired and Semi-Retired at 423-5510 weekdays from 9:00 a.m. to 4:30 p.m.